

**Carlton County  
Board of Commissioners  
REGULAR SESSION - Rough Draft  
Tuesday, June 9, 2020  
8:30 a.m.**

The Carlton County Board of Commissioners met this 9<sup>th</sup> day of June, 2020, in Regular Session at the Carlton County Transportation Building.

Chairperson Bodie called the meeting to order at 8:30 a.m. Members present: Brenner (by video), Bodie, Proulx, Thell, and Peterson. Absent: None.

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

The County Attorney stated that due to the COVID-19 pandemic and the related peace time emergency declaration an in-person meeting was not practical or prudent and declared that necessary conditions were met for remote participation.

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

Motion by Brenner, seconded Proulx, and carried by all yea votes to approve the acceptance of a one-time, \$3,500 grant from the Minnesota Department of Health to be spent by June 30, 2020, to respond to a state- and nation-wide outbreak of Hepatitis A.

Motion by Peterson, seconded by Thell, and carried by all yea votes to authorize the County Auditor to sell Tax Forfeited Lands under MS 282.01 to the City of Cromwell contingent upon the City passing a resolution to purchase the property.

Motion by Peterson seconded by Thell, and carried by all yea votes to approve the following resolution (20-055):

WHEREAS, the City of Moose Lake has applied for and received a Local Partnership Program (LPP) and Safe Routes to School (SRTS) Grant through the Minnesota Department of Transportation for construction of 1.1 miles of new pedestrian trail paralleling TH 73 and CSAH 10 from Lakeshore Drive to the Moose Lake School; and

WHEREAS, the County is required to act as the fiscal agent and contract administrator for the State of Minnesota in administering LPP and SRTS Grant funds and shall administer the pre-construction and construction contracts for the Project, under the Minnesota Department of Transportation Delegated Contract Process; and

WHEREAS, the actual Project construction costs are eligible for funding with LPP and SRTS funds; and

WHEREAS, the City shall prepare a plan for construction of the Project; and

WHEREAS, the local funding share of the Project construction costs that are eligible for funding with LPP and SRTS funds is required by the City by the state funding.

BE IT RESOLVED THAT, Carlton County has entered into an agreement with the City of Moose Lake, whereby the City has applied for and received a Local Partnership Program (LPP) and Safe Routes to School (SRTS) Grant through the Minnesota Department of Transportation for construction of 1.1 miles of new pedestrian trail paralleling TH 73 and CSAH 10 from Lakeshore Drive to the Moose Lake School.

BE IT FURTHER RESOLVED THAT, the County Auditor and County Engineer are hereby authorized to execute the Agreement and any amendments to this Agreement.

Motion by Proulx, seconded by Brenner, and carried by all yea votes to authorize the Board Chairperson, as the Chair of the Township Board for an unorganized township, to sign a letter of support for the Fond du Lac Band of Lake Superior Chippewa in pursuit of a dual language sign on Trunk Highway 210 to replace the Sawyer town sign.

Motion by Brenner, seconded by Peterson, and carried by all yea votes to approve the following resolution (20-056):

BE IT RESOLVED, that pursuant to Minnesota State Statute Section 360.039, subdivision 2, the Commissioner of Transportation be appointed as the agent of the County of Carlton to accept as its agent, federal aid funds which may be made available for airport operating expenses.

BE IT FURTHER RESOLVED, the County Engineer and the County Auditor/Treasurer are hereby authorized and directed for on behalf of the Carlton County Board 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 "State of Minnesota Agency Agreement for Federal Airport Operating Expenses Reimbursement No. 1044255", a copy of which said agreement was before the Carlton County Board and which is made a part hereof by reference.

Motion by Proulx, seconded by Thell, and carried by all yea votes to approve the following resolution (20-057):

WHEREAS, Carlton County, in cooperation with St. Louis County and Itasca County, was awarded federal funding through the Highway Safety Improvement Program (HSIP) to apply 6-inch wet reflective edgelines on certain county highways identified in their respective County Road Safety Plans; and

WHEREAS, the project is identified as SP 088-070-067 and the respective county state project numbers are SP 090-070-008 (Carlton County), SP 031-070-008 (Itasca County), and SP 069-070-071, CP 0000-347713 (St. Louis County); and

WHEREAS, the County Road Safety Plan identifies these highways as at-risk for future serious crashes and recommends 6-inch wet reflective edgelines as the best safety strategy to prevent future crashes; and

WHEREAS, St. Louis County will act as the project administrator which will include preparing the plans, specifications, proposal and engineer's estimate, and performing all necessary contract administration from contract award to certifications and final payment.

NOW, THEREFORE, BE IT RESOLVED that the Carlton County Board of Commissioners does hereby authorize the Carlton County Engineer and the County Auditor/Treasurer to enter into a cooperative agreement, and approve any amendments with St. Louis County and Itasca County to install 6-inch wet reflective edgelines on certain county highways identified in their respective County Road Safety Plans.

Motion by Peterson, seconded by Brenner, and carried by all yeas votes to approve the following resolution (20-058):

WHEREAS, bids will be received by the County Auditor/Treasurer for SP 009-608-032, for grading, drainage, erosion and slope repair, concrete reinforced drainage channel, curbing, and minor bituminous paving on CSAH 8 South in-slope 2600 FT N of Stadin Rd, SP 009-608-038 for grading, drainage, slope and erosion repairs, and concrete reinforced mat on the west in-slope of CSAH 8 from location 400 FT S of McDowell Rd, and SP 009-608-039 removal of existing culvert structures, approach grading, Bridge No. 09536, 6'x6' precast concrete box culvert and stream bank restoration; and

WHEREAS, said bids or proposals will be opened in the Carlton County Engineer's Office at 10:00 a.m. on Tuesday, June 9th, 2020, and 10:00 a.m. on Wednesday, June 17th, 2020 and this Board has, with the County Engineer, preapproved the lowest bidders of said projects for which proposals were invited and submitted; and

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

NOW, THEREFORE, BE IT RESOLVED that the Carlton County Board of Commissioners, in regular session duly convened, hereby pre-approve the award of the contracts on the above listed projects, conditional to the bids being 20% greater or less than the engineers estimates, to the lowest bidders:

Low bidder 20% over or less than:	\$122,750.50
Low bidder 20% over or less than:	\$297,531.50
Low bidder 20% over or less than:	\$2,076,405.35

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 Contractors for the above listed projects.

Motion by Proulx, seconded by Thell, and carried by all yea votes to approve the following resolution (20-059):

WHEREAS, the County of Carlton on behalf of its County Attorney and Sheriff desires to enter into Joint Powers Agreements with the State of Minnesota Department of Public Safety, Bureau of Criminal Apprehension to use systems and tools available over the State's criminal justice data communications network for which the County is eligible. The Joint Powers Agreements further provide the County with the ability to add, modify and delete connectivity, systems and tools over the five year life of the agreement and obligates the County to pay the costs for the network connection.

NOW, THEREFORE, BE IT RESOLVED by the County Board of Carlton, Minnesota as follows:

1. That the State of Minnesota Joint Powers Agreements by and between the State of Minnesota acting through its Department of Public Safety, Bureau of Criminal Apprehension and the County of Carlton on behalf of its County Attorney and Sheriff are hereby approved.
2. That the County Sheriff, Kelly Lake, or her successor, is designated the Authorized Representative for the Sheriff. The Authorized Representative is also authorized to sign any subsequent amendment or agreement that may be required by the State of Minnesota to maintain the County's connection to the systems and tools offered by the State.
3. That the County Attorney, Lauri Ketola, or her successor, is designated the Authorized Representative for the County Attorney. The Authorized Representative is also authorized to sign any subsequent amendment or agreement that may be required by the State of Minnesota to maintain the County's connection to the systems and tools offered by the State.
4. That Marv Bodie, the Chair of the County of Carlton, and Kathryn Kortuem, the County Board Clerk, are authorized to sign the State of Minnesota Joint Powers Agreements.

The Acting Auditor/Treasurer notified the Board that Fredericka DeCoteau has taken out a Confession of Judgement for payment of delinquent taxes on property owned by Julia Reynolds located in the City of Cloquet, ISD 94 Cloquet (PIN 06-070-0700).

Motion by Proulx, seconded by Peterson, and carried by all yea votes to approve the following resolution (20-060):

WHEREAS, Carlton County is permitted by Minnesota Statute 203B.121, Subd. 1, to authorize a County Absentee Ballot Board effective June 26, 2020; and

WHEREAS, this authorization will bring uniformity in the processing and accepting or rejecting of absentee ballots returned to the Carlton County Elections Administrator and would ensure a sufficient number of election judges as provided in sections 204B.19 to 204B.22; and

WHEREAS, the County Absentee Ballot Board can begin ballot processes 46 days prior to an election and eliminate the need for election judges to perform this technical and time consuming task on Election Day; and

WHEREAS, this will speed the processing of accepted absentee ballots into the vote counts on Election Day giving election judges more available time for the voters at the polls.

NOW, THEREFORE, BE IT RESOLVED THAT, the Carlton County Board of Commissioners hereby authorizes the Carlton County Elections Administrator to implement County Absentee Ballot Boards for the Primary and General Elections that would consist of a sufficient number of election judges as provided in sections 204B.19 to 204B.22 to perform the task.

Motion by Proulx, seconded by Peterson, and carried by all yea votes to approve the following resolution (20-061):

WHEREAS, Carlton County is permitted by Minnesota Statute 203B.23, Subd. 1, to authorize a County Uniformed and Overseas Citizens Absentee Voting Act (UOCAVA) Ballot Board effective June 26, 2020; and

WHEREAS, this authorization will bring uniformity in the processing and accepting or rejecting of UOCAVA ballots issued under sections 203B.16 to 203B.27 that are returned to the Carlton County Elections Administrator; and

WHEREAS, the County UOCAVA Ballot Board can begin ballot processes 45 days prior to an election this will eliminate the need for election judges to perform this technical and time consuming task on Election Day; and

WHEREAS, this will speed the processing of accepted UOCAVA ballots into the vote counts on Election Day giving election judges more time for voters at the polls.

NOW, THEREFORE, BE IT RESOLVED THAT, the Carlton County Board of Commissioners hereby authorizes the Carlton County Elections Administrator to implement County UOCAVA Ballot Boards for the Primary and General Elections that would consist of a sufficient number of election judges to perform election tasks for ballots issued under sections 203B.16 to 203B.27.

Motion by Proulx, seconded by Peterson, and carried by all yea votes to approve the following resolution (20-062):

WHEREAS, Carlton County is permitted by Minnesota Statute 203B.45 to authorize a County Mail Ballot Board effective June 26, 2020; and

WHEREAS, this authorization will bring uniformity in the processing and accepting or rejecting of mail ballots returned to the Carlton County Elections Administrator and would ensure a sufficient number of election judges as provided in sections 204B.19 to 204B.22; and

WHEREAS, the County Mail Ballot Board can begin ballot processes 46 days prior to an election and eliminate the need for election judges to perform this technical and time consuming task on election day; and

WHEREAS, this will speed the processing of accepted mail ballots into the vote counts on Election Day giving election judges more time for the voters at the polls.

NOW, THEREFORE, BE IT RESOLVED THAT, the Carlton County Board of Commissioners hereby authorizes the Carlton County Elections Administrator to implement County Mail Ballot Boards for the Primary and General Elections that would consist of a sufficient number of election judges as provided in sections 204B.19 to 204B.22 to perform the task.

Motion by Brenner, seconded by Thell, and carried by all yea votes to approve entering into a contract with Michael Griebel, an independent consultant, to conduct research and to advise on the subjects of the costs associated with providing Northeast Regional Corrections Center services in a local county jail setting, and the costs associated with constructing a 72 hour hold facility and housing all inmates in other county jail facilities in lieu of building a new jail facility, as on file in the County Coordinator's Office.

Motion by Proulx, seconded by Brenner, and carried by all yea votes to approve acceptance of the United Way Jump Start 4 Kindergarten grant for \$11,550 for the period July 1, 2020, through June 30, 2021.

Motion by Proulx, seconded by Peterson, and carried by all yea votes to approve updates to the Carlton County Change Order Policy and Requirements.

Motion by Proulx, seconded by Thell, and carried by all yea votes to approve a budget adjustment in the Information Technologies Office transferring \$14,000 from Consulting Fees to Salaries Part Time.

Motion by Peterson, seconded by Thell, and carried by all yea votes to direct the Building Committee to identify options on how to most effectively manage approximately 264 acres of County-owned land east of the existing Transportation Building.

Motion by Proulx, seconded by Thell, and carried by all yea votes to approve the following 2020-2021 Liquor License Renewals:

29 Pines Golf Course	Eskimo Pies	Elmwood Inn
Esko Liquor's	Gamper's	Park Lake Resort
Pine Hill Golf Club	Rob's Mahtowa Tavern	TJ's Country Corner
Tall Pine Liquor	The Lounge on Big Lake Shores	Split Rock Star Club
Sawyer Store	Kwik Trip #571 (Carlton)	

Motion by Brenner, seconded by Thell, and carried by all yea votes to approve a contract for broadband mapping with GeoSystems for up to \$5,000 to be paid by the Economic Development Office.

The County Board of Review for Unorganized Townships and County Board of Appeal and Equalization will be held June 15, 2020, at 4 p.m. at the Transportation Building and continued on June 22, 2020, if needed.

The County Engineer presented an update on the Barnum Maintenance Facility construction progress.

Motion by Thell, seconded by Peterson, and carried by all yea votes that this meeting be adjourned.

Attest: \_\_\_\_\_  
Kathryn Kortuem  
Acting County Auditor/Treasurer

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Marv Bodie  
Board Chairperson