

Carlton County
Board of Commissioners
*****ADJOURNED SESSION*****
Monday, October 26, 2020
4:00 p.m.
Carlton County Transportation Building

Watch the meeting live at:
<https://www.co.carlton.mn.us/meetings>

A. Administrative

1. Roll Call
2. Pledge of Allegiance to the Flag
3. ** County Attorney's Statement Allowing Remote Participation due to Peacetime Emergency
4. Approve Agenda
5. Approve Minutes of the October 13, 2020, Regular Session
6. Visitors:
 - a.
 - b.
 - c.

B. Human Services

1. Financial
2. Personnel
3. Administrative
4. Social Services
 - a. 2021 – 2022 DHS Community Support Program & Moose Lake Alternative Grant Awards
5. Health Services

B. Human Services (continued)

6. Income Maintenance
7. Child Support & Collections
8. Commissioner's Comments
9. Human Services Advisory Committee Comments
10. Case Action & Licensing of Foster and Day Care Homes
 - a. Update for Board

C. Zoning and Environmental Services

1. Consider Interim Use Permit #420004 Alex R. Omar
2. Consider Contract Extension with Afterlife Electronics for Appliances

D. Land and Building

E. Transportation

F. Public Safety

G. Tax Matters

H. Administrative - Other

1. Request to approve unpaid medical leave of absence for County Attorney's Office staff
2. Approve carryover of trial fees

3. Consider abatement of penalty and interest related to 2018 taxes

4. Accept September 2020 Expenditure Listing

I. Unorganized Township Matters

J. Commissioners Comments and Meetings Attended

K. Correspondence

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

B-4a
Agenda Item #

To: Chairperson, Carlton County Board of Commissioners Meeting 10-26-20

Date: Via: Kathryn Kortuem, Acting County Auditor/Treasurer

From: Public Health and Human Services

Title of Item for Consideration: 2021-2022 DHS Community Support Program (CSP) and Moose Lake Alternative Grant Awards

Presenter: Dave Lee - Julie Juntti

Type of Action Requested (check all that apply)

- Info only, no action requested at this time
 Award contract or bid
 Approve by resolution
 Board approval for acceptance of biennial DHS adult mental grant awards and approval to enter into a two year, 2021-2022 adult mental health grant contract with DHS.

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

DHS grants counties funds to develop and maintain community mental health services. Carlton County is awarded both Community Support Program (CSP) and Moose Lake grant dollars. For 2021-2022, the total CSP grant award is \$777,004 and the Moose Lake grant total is \$254,722.

Total two year, 2021-2022, funding to support adult mental health services is \$1,031,726.00

Supporting Attachments

- _____

Motion By _____ Seconded By _____

TO: _____

Action on Motion: _____ AYE _____ NO _____ ABSTAIN

Motion: Carried Defeated

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

B-10a
Agenda Item #

To: Chairperson, Carlton County Board of Commissioners Meeting 10-26-20

Date: Via: Kathryn Kortuem, Acting County Auditor/Treasurer

From: Public Health and Human Services

Title of Item for Consideration: Child Foster Care and Child Care Updates

Presenter: Dave Lee/Sarah Krocka

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

There are currently a total of 42 Family Child Care licenses; (1 special family child care and 41 family child care homes). There is 1 application in process for family child care.

A total of 19 Child Foster Care licenses; (7-non relative homes, 10 relative only homes, and 2 corporate child foster care homes). There are 7 applications in process for child foster care; (6 are for relatives, and 1 is a non-relative home).

Supporting Attachments

Motion By _____ Seconded By _____

TO: _____

Action on Motion: _____ AYE _____ NO _____ ABSTAIN

Motion: Carried Defeated

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

<u>C-1</u> Agenda Item #

To: Chairperson, Carlton County Board of Commissioners
Meeting Date: October 26, 2020
Via: Kathy Kortuem, County Auditor/Treasurer
From: Heather Cunningham, Zoning and Environmental Services
Title of Item for Consideration: Consider Interim Use Permit (IUP) #420004 Alex R. Omar

Presenter: Heather Cunningham, Zoning and Environmental Services

Type of Action Requested (check all that apply)

Consider Interim Use Permit (IUP) #420004 Alex R. Omar, tabled at October 13, 2020, County Board meeting

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

Has Human Resources reviewed the request Yes No NA

Other

Reviewed by other Committee, Board or Commission Yes No NA

If yes, what was their recommendation The Planning Commission recommended approval in accordance with Findings of Fact and conditions at the October 7, 2020, meeting. The request was tabled at the October 13, 2020, County Board meeting to the October 26, 2020, County Board meeting. Representatives from Enbridge Energy and Precision Pipeline, LLC met with the neighbors of Bromfield Road/Chloe Lane on October 22, 2020.

Summary:

Alex R. Omar of 2351 Bromfield Road, Carlton, MN 55718, represented by Precision Pipeline, LLC (Mitch Repka of 3314 56th Street, Eau Claire, WI 54703 and Rachel Johnson of 1409 Hammond Avenue, Suite 114, Superior, WI 54880), has requested a Conditional/Interim Use Permit for a temporary contractor construction yard to support Enbridge Energy Line 3. The subject property is described as Part of the Northeast ¼ of the Northeast ¼ and Part of the Southeast ¼ of the Northeast ¼ all in Section 35, Township 48 North, Range 18 West in Atkinson Township. The property addresses are 2323 and 2351 Bromfield Road, respectively (PIN 33-022-9160 and 9240).

Motion By _____ Seconded By _____

TO: _____

Action on Motion: _____ AYE _____ NO _____ ABSTAIN

Motion: Carried Defeated

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

C-2
Agenda Item #

To: Chairperson, Carlton County Board of Commissioners Meeting Date: October 26, 2020

Via: Kathy Kortuem, County Auditor/Treasurer

From: Heather Cunningham, Zoning and Environmental Services Administrator

Title of Item for Consideration: Consider Contract Extension with Afterlife Electronics for Appliances

Presenter: Heather Cunningham, Zoning and Environmental Services Administrator

Type of Action Requested (check all that apply)

- Info only, no action requested at this time
 Award contract or bid
 Approve by resolution
 Approve one year extension of Agreement to November 30, 2021

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 contract with Afterlife Electronics for removal, transportation and disposal or recycling of hazardous materials from waste appliances and scrap metal from these appliances collected at the Carlton County Transfer Station requires renewal. The contract does not have any financial compensation.

Supporting Attachments

- _____

Motion By _____ Seconded By _____

TO: _____

Action on Motion: _____ AYE _____ NO _____ ABSTAIN

Motion: Carried Defeated

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

H-1
Agenda Item #

To: Chairperson, Carlton County Board of Commissioners Meeting October 26, 2020

Date: Via: Kathryn Kortuem, Acting County Auditor/Treasurer

From: Dennis Genereau, County Coordinator

Title of Item for Consideration: Request to approve unpaid medical leave of absence for County Attorney's Office staff

Presenter: Dennis Genereau, County Coordinator/Lauri Ketola, County Attorney

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

County Attorney's Office staff will be on medical leave for 6 weeks beginning 12/3/2020. Staff wishes to maintain sick leave accruals per FMLA policy.

Request approval of unpaid medical leave of absence from approximately 12/3/2020 through 1/15/2021, with potential earlier return date.

Supporting Attachments

Motion By _____ Seconded By _____

TO: _____

Action on Motion: _____ AYE _____ NO _____ ABSTAIN

Motion: Carried Defeated

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

H-7
Agenda item #

To: Chairperson, Carlton County Board of Commissioners Meeting _____

Date: Via: Kathryn Kortuem, Acting County Auditor/Treasurer

From: Lauri A. Ketola

Title of Item for Consideration: Trial Fees

Presenter: Lauri A. Ketola

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

We are seeking to have the Trial Fees in the amount of \$12,000 carried over to the 2021 budget. Due to COVID, Court did not schedule jury trials for many months and therefore that money was not utilized in 2020 but will be in 2021 as the Court reschedules matters.

Supporting Attachments

Motion By _____ Seconded By _____

TO: _____

Action on Motion: _____ AYE _____ NO _____ ABSTAIN

Motion: Carried Defeated

Adopted December 8, 2015

Revised November 28, 2016

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

H - 3
Agenda Item #

To: Chairperson, Carlton County Board of Commissioners Meeting 10-26-20
Date: Via: Kathryn Kortuem, Acting County Auditor/Treasurer
From: Kathryn Kortuem
Title of Item for Consideration: Consider abatement of penalty and interest related to 2018 taxes
Presenter: Kathryn Kortuem

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

Peter Bigelow is requesting abatement of penalty, interest and cost related to 2018 taxes due to a hardship for property located at 3993 Scenic View Rd and classified as seasonal property. The total abatement requested is \$250.23. The parcel is 72-090-5575 and the property is owned under Timber Limited LLC.

Supporting Attachments

- _____

Motion By _____ Seconded By _____

TO: _____

Action on Motion: _____ AYE _____ NO _____ ABSTAIN

Motion: Carried Defeated



Carlton County Penalty Abatement Application
 Carlton County Property Taxation & Records
 PO Box 160 Carlton MN 55718
 (218)384-9125
 www.co.carlton.mn.us

Minnesota Statute 279.01

- U.S. Postmarks are considered final unless a written document from the U.S. Postmaster which includes details regarding a "late pick-up" from a specific box accompanies this documents.
- Penalty will not be waived simply because taxpayer(s) failed to make timely payments.
- Penalty is waved ONLY if one of the below criteria is met.
- Failure to receive your property tax statement is not adequate cause for late payment.
- We recommend that you pay your tax and penalty to avoid additional penalty if your application is denied (see back of tax statement for penalty payment schedule).
- The application will be reviewed, and you will be notified of the decision within 30 days.
- If penalty is waived, a refund will be issued (or additional check for penalty will be returned) for amount of penalty paid.

Property Owner(s) Peter Bigelow

Name of Applicant (If Different) _____

Parcel Identification Number (PIN) 72-090-5525

Address 3993 Scenic View Rd.

Phone 218-348-5627

Total Request
\$ 280.23

Tax Year 2018 Tax Due \$ 798.00 Penalty Due \$ 67.83 Interest 162.40

Has Penalty Been Paid? NO Are Prior Year Taxes Delinquent? NO
Cost = 20.00

Reason & Explanation Taxes Have Not Been Paid Timely (Explain Fully & Attach Supporting Documentation):

_____ Clerical Error – Error made by the county, municipality or other taxing authority performing clerical duties, such as coding, transposition, or mathematics which causes erroneous classification, erroneous valuation or late payment of tax.

Hardship – A tragedy or casualty, such as death of an immediate family member, extreme or extended illness, accident, fire, or other extreme hardship, that occurs over the payment due date and causes late payment. Supporting documentation required.

_____ Postal Error – The error of the U.S. Postal Service where the Postal Service admits such error in writing.

_____ Postal Error – The Taxpayer documents and provides the issuance of a stop payment notice for a lost check that was mailed to pay property taxes. The stop payment notice must be an authorized, official copy from your bank and reference the cancelled check number, amount and the date the check was issued. The stop payment notice must be issued within 30 days of the payment due date.

I/we have read the statements below and affirm that the above information provided represents a true and full statement of all facts known to the applicant(s) relative to this matter.

Signature of Applicant [Signature]

Date 10-13-2020

Joint Owner Signature _____

Date _____

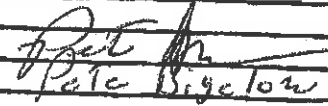
OFFICE USE ONLY

A request was duly received from the applicant for the abatement of penalty for late payment of real estate taxes.

Signature(s)		Reference # _____
Taxation Manager		Date Received _____
Director, Property Taxation & Records		Date of Approval _____
Director/Deputy Division Director		Date of Denial _____
		Date of Approval _____
		Date of Denial _____
		Date of Approval _____
		Date of Denial _____

Additional Comments From Front Page:

My Longtime Secretary ~~Elaine~~ Elaine Gibson suddenly died and it took a lot of work to sort out all the bookkeeping and things that she was responsible for. I just became aware of this liability when I called your office about 2019 taxes paid by US for income tax purposes. I am asking if the penalty and interest could be waived.

Sincerely, 
Pete Bigelow

(seasonal property classification)

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

H-4
Agenda Item #

To: Chairperson, Carlton County Board of Commissioners Meeting 10-26-2020
Date: Via: Kathryn Kortuem, Acting County Auditor/Treasurer
From: Kathy Kortuem
Title of Item for Consideration: Accept September 2020 Expenditure Listing
Presenter: Kathy Kortuem

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

Expenditure listing for September 2020 = \$6,460,877.88

Supporting Attachments

-
-

Motion By _____ Seconded By _____

TO: _____

Action on Motion: _____ AYE _____ NO _____ ABSTAIN

Motion: Carried Defeated

CARLTON COUNTY
Expenditures for the Month of September 2020

Board Bills	\$4,889,092.76
Payroll	1,571,785.12
Other	0.00
Total	<u><u>\$6,460,877.88</u></u>

Motion made by:

 Motion seconded by:

Expenditures by Fund

Fund 1 Revenue	\$1,703,561.94
Fund 10 Road and Bridge	1,851,655.81
Fund 11 Public Health & Human Services	1,687,246.28
Fund 30 Cap Outlay Barnum Garage Project	751,688.17
Fund 32 2016 Refi 2010A/B CSC CIP	0.00
Fund 33 2020 GO Imp Barnum Garage	0.00
Fund 40 2012 Refi '03 Hwy Bldg & '06 Road	0.00
Fund 70 Current Taxes	0.00
Fund 71 Motor Vehicle	276,567.62
Fund 72 Delinquent Taxes	0.00
Fund 73 State Fund	120,281.46
Fund 74 Forfeited Tax	45,575.04
Fund 75 Economic Development (IRRRB)	24,301.56
Fund 76 Refunding Fund	0.00
Fund 77 HS Agency Fund LCTS	0.00
Fund 78 Schools	0.00
Fund 79 Towns and Cities	0.00
Fund 80 ISTS Loan Program	0.00
Total	<u><u>\$6,460,877.88</u></u>