

**Carlton County
Board of Commissioners
ANNUAL SESSION – Rough Draft
Tuesday, January 3, 2023
8:30 a.m.**

The Carlton County Board of Commissioners met this 3rd day of January, 2023, 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 Judicial District Judge Rebekka Stumme.

Kelly Lake	County Sheriff
Lauri Ketola	County Attorney
Marv Bodie	County Commissioner District Two
Susan Zmyslony	County Commissioner District Four

Auditor/Treasurer Kevin DeVriendt called the meeting to order at 8:30 a.m. Members present: Bodie, Brenner, Peterson, Proulx, and Zmyslony. 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 2023. Commissioner Brenner was nominated by Peterson. There being no further nominations, a motion was made by Peterson, seconded by Bodie, and carried by all yea votes that Brenner serve as Chairperson for the year 2023.

Commissioner Brenner took over the meeting as Chairperson of the Board.

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

Nominations were called for Vice-Chairperson of the Board of County Commissioners for the year 2023. Commissioner Zmyslony was nominated by Proulx. There being no further nominations, a motion was made by Proulx, seconded by Bodie, and carried by all yea votes that Zmyslony serve as Vice-Chairperson for the year 2023.

Motion by Bodie, seconded by Zmyslony, and carried by all yea votes to approve the Minutes of the December 27, 2022, Adjourned Board Meeting as amended.

Motion by Bodie, seconded by Peterson, and carried by all yea votes to approve acceptance of 2022 State Homeland Security Program (SHSP) grant in the amount of \$107,000. Grant is in effect from January 1, 2023 to December 31, 2023.

Motion Proulx, seconded by Zmyslony, and carried by all yea votes to approve the following resolution (23-001):

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.

BE IT FINALLY RESOLVED that we, as Department Heads, Elected, and Appointed Officials, have read the foregoing and are not aware of any violations of this policy.

Motion by Proulx, seconded by Peterson, and carried by all yeas votes to approve the following resolution (23-002):

BE IT RESOLVED to award the bid for legal publications for 2023 to the newspaper indicated below at the Stated Rate per Standard Advertising Unit (S.A.U.), contingent upon meeting all bid specifications and statutory requirements in regard to legal publications:

1. Summary of Commissioner Proceedings \$14.20 Per S.A.U.
(Both the Moose Lake Star Gazette and Pine Knot News in combination will publish the Commissioner's Proceedings for 2023.)
2. Other Legal Publications (combined bid MLSG & PKN) \$14.20 Per S.A.U.

3. Notices and Lists of Real Estate Taxes Remaining
Delinquent on the First Workday of January 2023 (combined) ...\$14.20 Per S.A.U.

Motion by Zmyslony, seconded by Bodie, and carried by all yea votes to adopt the following resolution (23-003):

BE IT RESOLVED that the schedule of Carlton County Board Meetings for 2023, with meetings to be held at the Carlton County Transportation Building, 1630 County Road 61, Carlton, unless otherwise indicated and/or posted, shall be as follows:

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 December Regular Board Meeting will be held at 4:00 p.m., on December 12, 2023, at the Carlton County Transportation Building unless indicated otherwise.

BE IT FURTHER RESOLVED that the December Adjourned Board Meeting will be held at 4:00 p.m. on Tuesday, December 26, 2023, at the Carlton County Transportation Building unless indicated otherwise.

BE IT FURTHER RESOLVED that the Carlton County Board of Commissioners will meet for the Truth in Taxation at 6:00 p.m. on December 12, 2023, at the Carlton County Transportation Building; this meeting is subject to change in accordance with Department of Revenue Guidelines.

BE IT FURTHER RESOLVED that the Carlton County Board of Commissioners will meet as the Carlton County Board of Appeal and Equalization and the Board of Review for the Unorganized Townships of Carlton County at 3:30 p.m. on June 13, 2023, and if necessary at 3:00 p.m. on June 26, 2023, at the Carlton County Transportation Building; these meetings are subject to change in accordance with Department of Revenue Guidelines.

Motion by Peterson, seconded by Proulx, and carried by all yea votes to adopt the following resolution (23-004):

BE IT RESOLVED that the Carlton County Board of Commissioners shall meet as a Committee of the Whole at the Carlton County Transportation Building Meeting Room on the first Tuesday of each month in 2023 at 4:00 p.m. beginning in February, to discuss Road and Bridge, Land and Buildings, General Government, Public Safety and other matters. No meeting July 4th Holiday or December 5th AMC conference.

Motion by Peterson, seconded by Proulx, and carried by all yea votes that Zmyslony serve as the Chairperson of the Committee of the Whole for the year 2023.

Motion by Proulx, seconded by Peterson, and carried by all yea votes that Bodie serve as the Vice Chairperson on the Committee of the Whole for the year 2023.

Motion by Zmyslony, seconded by Bodie, and carried by all yeas votes to adopt the following resolution (23-005):

BE IT RESOLVED to approve committee, commission, and other appointments of Commissioners in 2023 as follows:

2023 Committee / Commission

Commissioner(s)/Representative

Airport Commission	Brenner/Peterson
American Rescue Plan Act (ARPA) Committee	Bodie/Peterson
Arrowhead Counties Association	Bodie/Brenner
Arrowhead Economic Opportunity Agency (AEOA)	Peterson
Arrowhead Health Alliance (AHA)	Brenner/Bodie (alt)
Arrowhead Regional Corrections (ARC)	Brenner/Bodie (alt)
Arrowhead Regional Development Commission (ARDC)	Brenner
Arrowhead Library System (ALS)	Patricia Brandstaetter
Association of Minnesota Counties (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	Zmyslony
AMC Tribal Relations Committee	Proulx
Big Sandy Watershed District	Peterson
Carlton County Collaborative	Brenner/Proulx
Carlton County Drug Prevention Coalition	Proulx/Bodie
Carlton County Finance Committee	Peterson/Brenner/Zmyslony (alt)
Carlton County Economic Dev. Authority (EDA)	Bodie/Zmyslony
Carlton County Extension Committee (CEC)	Peterson/Zmyslony
Carlton County Fair Board Representative	Zmyslony/Peterson (alt)
Carlton County Building/Facilities Committee	Bodie/Brenner
Carlton County Insurance Committee	Peterson
Carlton County Jail Steering Committee	Bodie/Brenner
Carlton County Justice Partners	Bodie/Brenner
Carlton County Law Enforcement Community	Brenner/Zmyslony
Carlton County Law Library	Peterson
Carlton County Negotiation Committee	Proulx/Zmyslony (alt)
Carlton County Septic Financing Committee	Peterson/Zmyslony
Carlton County Wellness Committee	Proulx
Carlton Fire District	Zmyslony (Clear Creek)/Brenner (Sawyer)
Cloquet Economic Development Partnership	Brenner/Proulx/Finnegan
Coastal Water Commission	Brenner
Community Health Services Board (CHB) (Regional)	Bodie
Cromwell/Wright Fire District	Peterson/Brenner (alt)
Emergency Medical Services Council	Zmyslony/Peterson (alt)
Enbridge Pipeline Representatives	Peterson/Zmyslony
Human Services Advisory Committee (HSAC)	Bodie
Human Services Appeal Committee	Brenner/Bodie/Lee/Genereau
Lakes and Pines Community Action Council (CAC)	Peterson
Laurentian Resource Conservation & Development	Zmyslony
Local Emergency Food and Shelter Board	Zmyslony
Local Water Roundtable	Peterson

National Association of Counties (NACo)
Northeast MN Area Transportation Partnership
Northeast Minnesota Office of Job Training
Northeast Waste Advisory Board (NEWAC)
One Watershed One Plan Policy Committee (1W1P)

All Commissioners
Peterson/Neumann
Proulx
Proulx/Brenner (alt)
Zmyslony (Nemadji)
Bodie (St. Louis River)
Peterson (Kettle River)
Peterson (Mississippi River)
Zmyslony/Peterson (alt)
Bodie/Lake (alt)
Zmyslony/Peterson (alt)
Brenner/ Proulx/Neumann
Peterson

Planning Commission
Regional Emergency Communications Board
Soil & Water Conservation District Liaison (SWCD)
St. Louis River Trail Committee
Water Management Plan Advisory Board

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

Motion by Peterson, seconded by Bodie, and carried by all yea votes to adopt the following resolution (23-006):

BE IT RESOLVED that Non-Commissioner appointments to the Committee of the Whole in 2023 shall be as follows:

All Carlton County Department Heads	elected and appointed
Transportation Matters Representative	Rick Norrgard
Township Representatives	primary and alternate to be determined by the Association of Townships

BE IT FURTHER RESOLVED that in the event a Department Head cannot attend Committee of the Whole Meetings, their designee may represent the department at the meetings.

Motion by Zmyslony, seconded by Bodie, and carried by all yea votes to approve the use of compliance funds up to \$5,000 for Zoning and Environmental Department for ProWest permitting software upgrades to include vacation rentals.

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

Attest: _____
Kevin DeVriendt
County Auditor/Treasurer

Dick Brenner
Board Chairperson