

REGULAR MEETING OF THE KOOCHICHING COUNTY BOARD OF COMMISSIONERS
Held on Tuesday, March 8, 2022 9:30 a.m.

MEMBERS PRESENT: Commissioners Pavleck, Sjoblom, Skoe, Adee, and Murray
MEMBERS ABSENT:

OTHERS IN ATTENDANCE: Janelle Peterson, Dave Reimer, Mark Lessard, Philip Nolan, Perryn Hedlund, Kent Koerbitz, KCCTV reporter Darcy Sullivan

2022/03-01 Motion by Murray, seconded by Skoe to approve the agenda with additions and deletions. Voting yes: Sjoblom, Skoe, Adee, Pavleck, Murray. Motion carried.

2022/03-02 Motion by Sjoblom, seconded by Murray to approve the minutes from the February 22, 2022 regular meeting. Voting yes: Sjoblom, Skoe, Adee, Pavleck, Murray. Motion carried.

2022/03-03 Motion by Adee, seconded by Murray to approve February's summarized vendor payment list, approve February payroll and payroll ACH payments in the amount of \$1,158,239.08, approve Courthouse claims in the amount of \$47,859.96, and approve Highway claims in the amount of \$21,410.79. Voting yes: Sjoblom, Skoe, Adee, Pavleck. Motion carried.

2022/03-04 Motion by Murray, seconded by Skoe to approve the use of American Rescue Plan funds in the amount of \$51,500 to Servants of Shelter for the Northern Lights Motel housing project subject to the City of International Falls' support of the project. Voting yes: Sjoblom, Skoe, Adee, Pavleck, Murray. Motion carried.

2022/03-05 Motion by Sjoblom, seconded by Skoe to approve the use of American Rescue Plan funds up to the amount \$45,000 to the KEDA for local tax preparation assistance. Voting yes: Sjoblom, Skoe, Adee, Pavleck, Murray. Motion carried.

2022/03-06 Motion by Adee, seconded by Murray to approve the separation of a part time E911 Dispatch/Correctional Officer. Voting yes: Sjoblom, Skoe, Adee, Pavleck, Murray. Motion carried.

2022/03-07 Motion by Adee, seconded by Murray to approve the separation of Assessor Clerk and authorization to fill the vacant position within the assigned wage scale. Voting yes: Sjoblom, Skoe, Adee, Pavleck, Murray. Motion carried.

000 Notice of temporary hires of Consultant and General Laborer for the Environmental Services Department per the temporary hire policy.

000 Janelle Peterson gave an update on the PACE compensation and classification study. Initial RFP went out in 2021, a selection committee was formed to interview the three entities and David Drown Associates (DDA) was selected. A Steering Committee was then formed, and they determined there were approximately 20 comparables for the market study. They also decided we would use the Decision Authority Rank (DAR) method for the wage scale and the scale would have nine steps. Each year on January 1 (versus hire date) increases would be as follows:

Steps one – six 4% increase, steps seven – nine 3% increase. After 15 years of full-time employment there will be one additional step on anniversary hire date. The implementation of the proposed scale is pending contract negotiations.

2022/03-08 Motion by Adee, seconded by Skoe to approve the Ranier Recreation MN Lawful Gambling LG214 Premises Permit Application to approve lawful gambling at Almost Rainy LLC effective April 1, 2022. Voting yes: Sjoblom, Skoe, Adee, Pavleck, Murray. Motion carried.

2022/03-09 Motion by Adee, seconded by Murray to approve the Information Systems Director request to dispose of seven obsolete printers. Voting yes: Sjoblom, Skoe, Adee, Pavleck, Murray. Motion carried.

2022/03-10 Motion by Skoe, seconded by Sjoblom to authorize the Highway Department to advertise for bids for SAP 036-674-007 CSAH 74 mill and overlay. This project is located near Silverdale and is one mile of paved roadway from TH 65 to the St. Louis County Line. The Engineer's estimate is \$238,078 and it will be funded by CSAH Construction. Voting yes: Sjoblom, Skoe, Adee, Pavleck, Murray. Motion carried.

2022/03-11 Motion by Murray, seconded by Sjoblom authorizing the Highway Department to advertise for bids for LOW SAP 036-607-004 tied to SAP 036-624-022, SAP 036-624-025, and SAP 036-647-005. These projects are located on CSAH 7 (Memorial Drive), CSAH 24 (2nd Avenue East from 15th to 19th Street), and CSAH 47 (15th Street) respectively. Projects are a mix of rebuild, full depth reclamation, and mill and overlay. The Engineer's estimate is \$1,126,090 and it will be funded by CSAH Construction.

2022/03-12 Motion by Murray, seconded by Sjoblom authorizing the Sheriff to move forward with ICS/Wold for a professional services agreement for a potential new jail. There are two phases; Phase 1 is Scoping and Design at a cost of \$40,000 with delivery by the end of September, 2022; Phase 2 is Architectural with total professional fees at 10.5% of project. There was discussion around sharing the jail with Lake of the Woods (LOW) and the Sheriff said LOW is in favor of this. Kent Koerbitz, ICS/WOLD, noted there will be four options delivered: one with LOW and one without, one with the City of International Falls and one without. Commissioner Murray noted utilization of existing space is also part of the project. Voting yes: Sjoblom, Skoe, Adee, Pavleck, Murray. Motion carried.

000 The Board Chair called for public comment and Mark Lessard, Veteran Service Officer, reported they were successful in getting the Veterans Memorial Grant for just under \$9,700 from the State with 50% match from the County. Coffee with the Vets at the VFW Café is from 8 – 12 Wednesday, March 9, 2022 and at Littlefork VFW from 9 – 12 Wednesday, March 16, 2022. He also reported that they will have their second Community Suicide Prevention meeting March 15, 2022 at Backus at 6 p.m.

2022/03-13 Motion by Sjoblom, seconded by Adee to adjourn the meeting at 10:25 a.m. Voting yes: Sjoblom, Skoe, Adee, Pavleck, Murray. Motion carried.