

2020 Election of County Board Chair and Vice Chair was conducted by the Clerk to the County Board on Tuesday, January 14, 2020; 9:50 a.m. By unanimous vote Commissioner Kevin Adee was elected as Board Chair and by unanimous vote Commissioner Jason Sjoblom was elected as Vice Chair.

REGULAR MEETING OF THE KOOCHICHING COUNTY BOARD OF COMMISSIONERS
Held on Tuesday, January 14, 2020 9:50 a.m.

MEMBERS PRESENT: Commissioners Pavleck, Sjoblom, Skoe, McBride, Adee

MEMBERS ABSENT: None

OTHERS IN ATTENDANCE: Janelle Peterson, Tom West, Perryn Hedlund, Jon Froemke, Nathan Heibel, Matt Gouin, Trent Nicholson, Dave Reimer, Walt Buller, KCCTV Reporter Darcy Sullivan, B93 Radio Reporter Randy Thoms and Journal Reporter Emily Gedde

2020/01-01 Motion by McBride, seconded by Skoe to approve the agenda with additions and deletions. Voting yes: Sjoblom, Skoe, Adee, Pavleck, McBride. Motion carried.

2020/01-02 Motion by Sjoblom, seconded by Skoe to approve the minutes from the December 17, 2019 regular meeting. Voting yes: Sjoblom, Skoe, Adee, Pavleck, McBride. Motion carried.

2020/01-03 Motion by Sjoblom, seconded by McBride to ratify the 2019 year end Courthouse warrants in the amount of \$82,377.86 and Highway warrants in the amount of \$80,687.84. Voting yes: Sjoblom, Skoe, Adee, Pavleck, McBride. Motion carried.

2020/01-04 Motion by Sjoblom, seconded by Skoe to approve the December vendor payment summary report, verifying its review. Voting yes: Sjoblom, Skoe, Adee, Pavleck, McBride. Motion carried.

2020/01-05 Motion by Sjoblom, seconded by McBride to approve December payroll ACH payments in the amount of \$852,165.25, approve December payroll liability ACH payments in the amount of \$262,482.73, approve Courthouse claims in the amount of \$82,852.75 and approve Highway Claims in the amount of \$102,990.64. Voting yes: Sjoblom, Skoe, Adee, Pavleck, McBride. Motion carried.

2020/01-06 Motion by Pavleck, seconded by Skoe to approve the void of warrant #28303 in the amount of \$4,307.02, warrant #28124 in the amount of \$137 and warrant #28416 in the amount of \$16,775.38. Voting yes: Sjoblom, Skoe, Adee, Pavleck, McBride. Motion carried.

2020/01-07 Motion by Skoe, seconded by Sjoblom to adopt the following resolution for acceptance of a Donation from the Polar Polar's Ski Club:

WHEREAS, MN Statute 465.03 requires Koochiching County to adopt by resolution, acceptance of the donation by a two-thirds majority of its members and;

WHEREAS, The Polar Polar's Ski Club donated \$13,194.35

WHEREAS, the donor listed above prescribed the donation is for the 25% matching fund requirement for the Bog Walk project used to reimburse the General Revenue Fund and funds will be used in accordance with that specified purpose;

NOW, THEREFORE BE IT RESOLVED, Koochiching County Board of Commissioners accepts the above listed donation to the General Revenue Fund. Voting yes: Sjoblom, Skoe, Adee, Pavleck, McBride. Motion carried.

2020/01-08 Motion by McBride, seconded by Sjoblom to approve the payment of the first half budget allocations in the amount of \$401,877.50. Voting yes: Sjoblom, Skoe, Adee, Pavleck, McBride. Motion carried.

000 The Board received notice of temporary hires under the County Temporary Hire Policy: Sheriff's Office Transport Drivers - Richard Johnson, Charles Lessard, Milo Christianson, Keith Magler, Shana Wright; Veterans Service Office Veteran Van Drivers - Gary Coran, Dawn Piekarski, Daniel Burgess, James Peterson, Mark Wild, James Randolph, Steve Vigoren; Environmental Services - Donald Zaren.

2020/01-09 Motion by McBride, seconded by Sjoblom to approve the Information System Technician position description and B21 banding as recommended by the Personnel Committee. Voting yes: Sjoblom, Skoe, Adee, Pavleck, McBride. Motion carried.

2020/01-10 Motion by McBride, seconded by Skoe to fill the IS Technician position as budgeted in 2020. Voting yes: Sjoblom, Skoe, Adee, Pavleck, McBride. Motion carried.

2020/01-11 Motion by Pavleck, seconded by Sjoblom to approve the employment separation of Kalan Schneider as Part-Time Deputy effective December 26, 2019. Voting yes: Sjoblom, Skoe, Adee, Pavleck, McBride. Motion carried.

2020/01-12 Motion by McBride, seconded by Pavleck to approve the employment separation of Walt Buller as Temporary Maintenance Supervisor effective November 13, 2019 and authorize the Board Chair to send a letter of appreciation for his service. Voting yes: Sjoblom, Skoe, Adee, Pavleck, McBride. Motion carried.

2020/01-13 Motion by McBride, seconded by Sjoblom to approve the employment separation of Cindy Griffith-Story as Eligibility Worker effective February 29, 2020 and authorize the Board Chair to send a letter of appreciation for her service and further to fill the vacant position. Voting yes: Sjoblom, Skoe, Adee, Pavleck, McBride. Motion carried.

2020/01-14 Motion by Pavleck, seconded by McBride to approve the employment separation of Savannah Olson as full-time E911/Correction Officer effective January 11, 2020 and authorize to fill the vacant position. Voting yes: Sjoblom, Skoe, Adee, Pavleck, McBride. Motion carried.

2020/01-15 Motion by Pavleck, seconded by McBride to approve the employment separation of Doreen Makidon as Accounting Tech II effective February 14, 2020 and authorize the Board

Chair to send a letter of appreciation for her service and further to fill the vacant position. Voting yes: Sjoblom, Skoe, Adee, Pavleck, McBride. Motion carried.

2020/01-16 Motion by Skoe, seconded by Sjoblom that under the County Vehicle Policy to approve the 2020 county mileage reimbursement rate at the 2020 IRS rate of 57.5 cents per mile for personal vehicle mileage when county vehicles are not available and 85% of the rate which is 48.9 cents per mile for car pool usage charge to departments and for use of a personal vehicle when county vehicles are available at the employee's worksite and further that should the IRS adjust the rate in 2020, the County Board will adjust the mileage reimbursement rate accordingly and will be effective the date of County Board approval. Voting yes: Sjoblom, Skoe, Adee, Pavleck, McBride. Motion carried.

2020/01-17 Motion by McBride, seconded by Skoe to award the 2020 legal publication bid to The Journal with a 5% rate increase from 2019 rates; to authorize the publishing of County Board meeting minutes in summary form in the official newspaper as allowed under M.S. 375.12 and M.S. 331A.01 and authorize the publishing of the minute summaries, an insert of the first printing of the delinquent tax list, a summary of the County financial statement and a summary of the annual County Budget in a Northome newspaper due to this area being outside the distribution area of the awarded official newspaper. Voting yes: Sjoblom, Skoe, Adee, Pavleck, McBride. Motion carried.

2020/01-18 Motion by McBride, seconded by Pavleck to review the 2020 Committee list and bring back to the Board on January 28th for appointments and further to approve the Environmental Service Director to requested committees. Voting yes: Sjoblom, Skoe, Adee, Pavleck, McBride. Motion carried.

000 Notice that Koochiching County has been awarded a Minnesota Counties Intergovernmental Trust Certificate of Excellence in recognition of an outstanding experience modification for Workers' Compensation for plan years 2016 – 2018 and to send a note to County employees in recognition of the award.

2020/01-19 Motion by McBride, seconded by Skoe to adopt the following resolution for enrollment of part-time deputies in the PERA Police and Fire Plan:

WHEREAS, the policy of the State of Minnesota as declared in Minnesota Statutes Section 353.63 is to give special consideration to employees who perform hazardous work and devote their time and skills to protecting the property and personal safety of others; and

WHEREAS, Minnesota Statutes Section 353.64 permits governmental subdivisions to request coverage in the Public Employees Police and Fire Plan for eligible employees of police departments whose position duties meet the requirements stated therein and listed below

BE IT RESOLVED that the Board of Commissioners of Koochiching County hereby declares that the position of part time Sheriff deputy meets all of the following Police and Fire membership requirements: (1) said position requires a license by the Minnesota peace officer standards and training board under sections 626.84 to 626.863 and that the employee hired in the

position is so licensed; (2) said position's primary (over 50%) duty is to enforce the general criminal laws of the state; (3) said position charges this employee with the prevention and detection of crime; (4) said position gives this employee the full power of arrest; (5) said position is assigned to the Koochiching County Sheriff's Department

BE IT FURTHER RESOLVED that Koochiching County hereby requests that the employees hired as part time Sheriff deputies and submitted to PERA by the County be accepted as a member of the Public Employees Police and Fire Plan effective the date of the employee's initial Police and Fire wage deduction by the County. Voting yes: Sjoblom, Skoe, Adee, Pavleck, McBride. Motion carried.

2020/01-20 Motion by Pavleck, seconded by Skoe to approve the following financial institutions as depositories of County Funds: Bremer Bank, Bremer Investment and Management & Trust, Trustar Federal Credit Union, Deerwood Bank of Northome, Border State Bank of International Falls and Multi-Bank Securities of Southfield, Michigan and further to authorize the Auditor/Treasurer to make investments under Mn Statute sections 118A.01 to 118A.06. Voting yes: Sjoblom, Skoe, Adee, Pavleck, McBride. Motion carried.

2020/01-21 Motion by Skoe, seconded by Pavleck to adopt the following resolution in support of the Polar Poler's Ski Club grant application:

WHEREAS, Koochiching County supports the 2020 grant application made to the Minnesota Department of Natural Resources for the Federal Recreational Trail Grant Program. The application is to purchase a side-by-side tracked UTV with cab and trailer.

WHEREAS, Koochiching County recognizes the twenty-five (25) percent match requirement for the Federal Recreational grant program, and that the Polar Polers Ski Club will secure the matching funds.

NOW, THEREFORE, BE IT RESOLVED, if the Polar Poler's Ski Club is awarded a grant by the Minnesota Department of Natural Resources, Koochiching County agrees to accept the grant award, and may enter into an agreement with the State of Minnesota for the above referenced project. Koochiching County will comply with all applicable laws, environmental requirements and regulations as stated in the grant agreement; and

BE IT FURTHER RESOLVED, the Koochiching County Board of Commissioners names Koochiching County Auditor/Treasurer, Thomas West at 715 4th Street as the fiscal agent for Koochiching County.

BE IT FURTHER RESOLVED that the Polar Poler's Ski Club hereby assures the Tilson Recreational Trail will be maintained for a period of no less than 20 years. Voting yes: Sjoblom, Skoe, Adee, Pavleck, McBride. Motion carried.

2020/01-22 Motion by Pavleck, seconded by Sjoblom to approve the scope of work and service agreement with Paramount Planning Group LLC for development of Emergency Management

training as recommended by the County Sheriff. Voting yes: Sjoblom, Skoe, Adee, Pavleck, McBride. Motion carried.

2020/01-23 Motion by Pavleck, seconded by McBride to accept the sole closed bid for the replacement of four squads as budgeted in 2020 in the amount of \$60,732 after the trade in credit of \$47,000 for four Dodge Ram SSV squads as recommended by the County Sheriff. Voting yes: Sjoblom, Skoe, Adee, Pavleck, McBride. Motion carried.

2020/01-24 Motion by Pavleck, seconded by Skoe to authorize the Board Chairs signature to a letter of support of the CVSO Act, S.2030 as recommended by the Veterans Service Officer. Voting yes: Sjoblom, Skoe, Adee, Pavleck, McBride. Motion carried.

2020/01-25 Motion by McBride, seconded by Pavleck to accept the following donations to Veterans Transportation Program:

WHEREAS, MN Statute 465.03 requires Koochiching County to adopt by resolution, acceptance of the donation by a two-thirds majority of its members and;

WHEREAS, Timothy Rud donated \$1,000 and First Lutheran Church donated \$300 toward the purchase of a new Veterans Service Van and VFW Post 2948 donated \$1,000 to the Koochiching County Veterans Transportation Program;

WHEREAS, the donor listed above prescribed the donations are for the Veterans Service Transportation Program and towards a new Veterans Service Van and they will be used in accordance with that specified purpose;

NOW, THEREFORE BE IT RESOLVED, Koochiching County Board of Commissioners accepts the above listed donations for Veterans Transportation Program. Voting yes: Sjoblom, Skoe, Adee, Pavleck, McBride. Motion carried.

2020/01-26 Motion by McBride, seconded by Skoe to authorize the Land Commissioner to begin the revision process of the Lang-Range Plan for the Management of Tax-Forfeited Land and Forest Resources of Koochiching County and further to include utilization of consulting firms to aid in the process. Voting yes: Sjoblom, Skoe, Adee, Pavleck, McBride. Motion carried.

2020/01-27 Motion by Pavleck, seconded by Skoe to approve repairs to the Transfer Station recycling baler and conveyor belt in the amount of \$8,642.57 as budgeted and recommended by the Environmental Services Director. Voting yes: Sjoblom, Skoe, Adee, Pavleck, McBride. Motion carried.

2020/01-28 Motion by McBride, seconded by Pavleck to approve a budget adjustment in the amount of \$16,840 for contracted services related to re-permitting of the Transfer Station and Demolition Landfill as recommended by the Environmental Services Director. Voting yes: Sjoblom, Skoe, Adee, Pavleck, McBride. Motion carried.

2020/01-29 Motion by Pavleck, seconded by Skoe to accept the state bid from McCoy Construction and Forestry for the purchase of a milling head in the amount of \$20,086.40 as budgeted and recommended by the County Engineer. Voting yes: Sjoblom, Skoe, Adee, Pavleck, McBride. Motion carried.

2020/01-30 Motion by McBride, seconded by Skoe to accept the quote from All Season Equipment for the purchase of a small fleet bed mounted sander in the amount of \$5,650 as budgeted and recommended by the County Engineer. Voting yes: Sjoblom, Skoe, Adee, Pavleck, McBride. Motion carried.

2020/01-31 Motion by Pavleck, seconded by Skoe to accept the quote from Waschke Family GM Center for the purchase of a small fleet lift gate in the amount of \$2,200 as budgeted and recommended by the County Engineer. Voting yes: Sjoblom, Skoe, Adee, Pavleck, McBride. Motion carried.

2020/01-32 Motion by Pavleck, seconded by Skoe to accept the state bid from Nuss Truck and Equipment for the purchase of a tandem axle plow truck in the amount of \$125,215 plus tax and license as budgeted and recommended by the County Engineer. Voting yes: Sjoblom, Skoe, Adee, Pavleck, McBride. Motion carried.

000 The Assistant County Engineer and County Engineer recognized Walt Buller for his service as Temporary Maintenance Supervisor during the 2019 construction season. The Board also thanked Walt for stepping up when the County was in need and can't thank Walt enough for his dedication to the County. Walt commented that he was able to work with a number of staff that he hadn't worked with before adding that the County has a lot of great employees and the County should be proud of their team. Board members also commented that they appreciate Walt being active in the community as city council member. The Assistant County Engineer commented that it was beneficial to have Walt come in with the knowledge of the process and what is done on a day to day basis and also to train in Wally Pritchard as the new Maintenance Supervisor noting that no one could have stepped in and filled that role like Walt did. Walt commented that he was honored to help the County.

000 The Board Chair called for public comment and Randy Thoms inquired if there was a way for KCCTV to tie into the County sound system for better audio, noting that when viewing the KCCTV recording of County Board meetings it is difficult to hear. Board members thanked him for his comments and requested Administration contact the County IS department to see if improvements can be made to the sound system.

2020/01-33 Motion by Sjoblom, seconded by Pavleck to adjourn the meeting at 11:05 a.m. Voting yes: Sjoblom, Skoe, Adee, Pavleck, McBride. Motion carried.