

REGULAR MEETING OF THE KOOCHICHING COUNTY BOARD OF COMMISSIONERS
Held on Tuesday, February 11, 2020 9:30 a.m.

MEMBERS PRESENT: Commissioners Pavleck, Sjoblom, Skoe, McBride, Adee
MEMBERS ABSENT: None

OTHERS IN ATTENDANCE: Janelle Peterson, Betsy Zaren, Jaci Nagle, Jon Froemke, Tom West, Dean Tveit, Trent Nicholson, Dave Reimer, Nathan Heibel and KCCTV Reporter Darcy Sullivan

2020/02-01 Motion by McBride, seconded by Sjoblom to approve the agenda with additions and deletions. Voting yes: Sjoblom, Skoe, Adee, Pavleck, McBride. Motion carried.

2020/02-02 Motion by Sjoblom, seconded by Skoe to approve the minutes from the January 28, 2020 regular meeting. Voting yes: Sjoblom, Skoe, Adee, Pavleck, McBride. Motion carried.

2020/02-03 Motion by Sjoblom, seconded by McBride to approve the January summarized vendor payment listing, approve January payroll in the amount of \$1,204,781.04, approve January payroll ACH payments in the amount of \$397,086.56, approve Courthouse claims in the amount of \$43,246.24, ratify Highway claim in the amount of \$1,001 and approve Highway claims in the amount of \$62,647.35. Voting yes: Sjoblom, Skoe, Adee, Pavleck, McBride. Motion carried.

000 Notice of temporary hire of Lynette Rousseau as Accounting Technician II effective 2/5/2020 and Robert Peterson for Auditor/Treasurer training effective 1/1/2020 and further a notice of correction to remove Shana Wright as a temporary Sheriff Transport Driver pending completion of required forms.

2020/02-04 Motion by McBride, seconded by Skoe to approve Board attendance to the Blandin Foundation Growing Community meetings as a Board Activity. Voting yes: Sjoblom, Skoe, Adee, Pavleck, McBride. Motion carried.

2020/02-05 Motion by Pavleck, seconded by Skoe to approve the Koochiching County Carpool, County Owned Vehicles and Personal Vehicle Use Policy replacing the Koochiching County Motor Pool Vehicle Policy and the Koochiching County Vehicle Policy as recommended by the Carpool Committee and reviewed by the County Attorney. Voting yes: Sjoblom, Skoe, Adee, Pavleck, McBride. Motion carried.

2020/02-06 Motion by McBride, seconded by Pavleck to approve the following policies as recommended by the Information Systems Director and reviewed by the County Attorney: Technology Electronic Mailbox Management Policy, Data Backup and Recover Manual, Cyber Disruption Response Plan, Cyber Hygiene Procedure Manual, Technology Acceptable Use Policy, Mobile Device Policy and the Outlook Web Access Policy. Voting yes: Sjoblom, Skoe, Adee, Pavleck, McBride. Motion carried.

2020/02-07 Motion by McBride, seconded by Sjoblom to approve the Hold Harmless Clause agreement for 2020 Census Training to be conducted on County premises as recommended by the Information Systems Director and reviewed by the County Attorney. Voting yes: Sjoblom, Skoe, Adee, Pavleck, McBride. Motion carried.

2020/02-08 Motion by Pavleck, seconded by McBride to approve the purchase of a 2016 Ford Police Interceptor Sedan in the amount of \$12,500 plus license fees from the Missouri State Highway Patrol for use as a transport vehicle as recommended by the County Sheriff. Voting yes: Sjoblom, Skoe, Adee, Pavleck, McBride. Motion carried.

2020/02-09 Motion by Pavleck, seconded by Sjoblom to approve out of state travel per the County Travel, Meal and Miscellaneous Expense Reimbursement Policy for the County Chief Deputy to travel to Jefferson City Missouri to purchase a transport vehicle with estimated costs to be \$750 plus the daily allowable meal per diem as recommended by the County Sheriff. Voting yes: Sjoblom, Skoe, Adee, Pavleck, McBride. Motion carried.

2020/02-10 Motion by McBride, seconded by Sjoblom to appoint Election Judges for the 2020 Primary and General Election as named and on file in the Auditor-Treasurer's Office as recommended by the Auditor/Treasurer. Voting yes: Sjoblom, Skoe, Adee, Pavleck, McBride. Motion carried.

2020/02-11 Motion by McBride, seconded by Skoe to appoint to the Canvassing Board Tom West, Betty Bergstrom as appointee for the Mayor of International Falls and Sherri Promersberger and Margaret Higham as appointees of the County Board as recommended by the Auditor/Treasurer. Voting yes: Sjoblom, Skoe, Adee, Pavleck, McBride. Motion carried.

2020/02-12 Motion by Skoe, seconded by Sjoblom to appoint Robert Peterson, Shelley Johnson, Tammy Tario, Betty Bergstrom, Tom West and Emma Rud to the Absentee and Uniformed and Overseas Citizens Absentee Voting Act (UOCAVA) Ballot Board. Voting yes: Sjoblom, Skoe, Adee, Pavleck, McBride. Motion carried.

000 The Complex Superintendent provided an update to the County Board noting things are going well and there have been no recent major issues. There has been an ongoing concern about icicles forming on the Courthouse roof, potentially coming down and injuring someone or damaging vehicles. Snow berms surround the Courthouse to prevent people from parking too close to the building and after the snow melts safety barricades will be placed around the building. The Forestland building has had major ice buildup this winter and in the spring another roof drain will be installed. The Law Enforcement Center (LEC) AC was replaced last summer after a back order of a specially made coil was received and the LEC elevator will eventually need to be updated and repaired however, the cost and scope of work will be much less than the Courthouse elevator repairs. The Complex Superintendent informed the Board he has been working with Minnesota Power to reduce electrical costs which were \$60,000 in 2019 with a 10.95% rate increase expected. The project to reduce energy use includes changing over to LED lighting which lasts for many years, rebates will be received, and additional incentives offered when light fixtures are eliminated. The annual savings are estimated at more than \$17,000 per year and more savings could be realized through the use of photocells light switches which will

be installed. The estimated cost to convert to LED lighting is \$62,000 for the Courthouse, LEC and Forestland and planned to be completed over a period of three years using budgeted funds which include \$5,000 for each building in 2020. In addition, working with Minnesota Energy through their energy efficiency power grant program, rather than the rebates going to the general fund, if the rebates are committed to be used to for the purpose of reducing energy use Minnesota Power will contribute an additional 10%. The Board thanked the Complex Superintendent for the update and encouraged him to move ahead with the energy saving project.

000 The Board heard from the County Engineer that MnDOT notified the County it has been awarded 80% Federal funding to replace the bridge on County Road 99 over the Rat Root River in 2021 with a project cost of \$508,789.

2020/02-13 Motion by Skoe, seconded by McBride to authorize the County Engineer to advertise for bids for SAP 036-640-005 (CSAH 40) mill and overlay – Phase I as recommended by the County Engineer. Voting yes: Sjoblom, Skoe, Adee, Pavleck, McBride. Motion carried.

2020/02-14 Motion by McBride, seconded by Skoe to accept the recommendation from the County Engineer to approve the purchase of Tandem Axle Truck Accessories from a state bid from Truck Bodies & Equipment International Inc in the amount of \$116,911. Voting yes: Sjoblom, Skoe, Adee, Pavleck, McBride. Motion carried.

2020/02-15 Motion by Pavleck, seconded by Skoe that due to abnormal weather conditions during the 2019/2020 winter logging season the Board accepts the recommendation from the Land Commissioner to grant a no fee one year extension for all timber permits expiring in calendar year 2020 including permits already in extensions and further authorizing that permits reaching their initial expiration date of calendar year 2020 will have the 20% payment requirement waived. Voting yes: Sjoblom, Skoe, Adee, Pavleck, McBride. Motion carried.

2020/02-16 Motion by Skoe, seconded by Sjoblom to renew a Joint Powers Agreement with the Minnesota Department of Natural Resources for the purpose of public water access maintenance on County administered sites to accommodate the early spring fishing season on the Rainy River with a term of March 15, 2020 through June 30, 2025 as recommended by the Land Commissioner and reviewed by the County Attorney. Voting yes: Sjoblom, Skoe, Adee, Pavleck, McBride. Motion carried.

2020/02-17 Motion by Pavleck, seconded by Skoe to authorize the Land Commissioner to seek bids for a 2020 Land and Forestry Truck. Voting yes: Sjoblom, Skoe, Adee, Pavleck, McBride. Motion carried.

000 The Board Chair called for public comment and there was none.

2020/02-18 Motion by Pavleck, seconded by Skoe to adjourn the meeting at 10:30 a.m. Voting yes: Sjoblom, Skoe, Adee, Pavleck, McBride. Motion carried.