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**TRANSCRIPT OF THE PROCEEDINGS
OF THE BELTRAMI COUNTY BOARD OF COMMISSIONERS
January 3, 2012**

The Beltrami County Board of Commissioners met in regular session on January 3, 2012, at the County Board Room, County Administration Building, Bemidji, Minnesota.

CALL TO ORDER, ROLL CALL AND PLEDGE OF ALLEGIANCE

Chair Joe Vene called the meeting to order at 5:00 p.m. Commissioners Joe Vene, Jim Lucachick and Richard Anderson were present. Commissioner Jack Frost listened in via teleconference.

GENERAL COMMENTS - BOARD CHAIR

Auditor/Treasurer, Kay Mack, presented a recognition of 30 years' service award to retiring Assistant Auditor, Becky Hagel (Murphy).

Commissioner Vene thanked the Board and staff for his term as chair.

A motion was made by Commissioner Lucachick and seconded by Commissioner Anderson to elect Commissioner Fairbanks as Board Chair for 2012. Unanimously carried.

A motion was made by Commissioner Lucachick and seconded by Commissioner Vene to elect Commissioner Anderson as Board Vice-Chair for 2012. Unanimously carried.

CITIZENS ADDRESSING THE BOARD

Irv Blom, a resident of Beltrami County, presented a Resolution from Eckles Township addressing a proposed change in child labor law that would be detrimental the small, family owned/operated farms. He is requesting a Resolution in opposition to this law from Beltrami County.

APPROVAL OF AGENDA

The following item was added to the Consent Agenda:

- Approval of a Resolution approving a Joint Powers Agreements between Beltrami County and the State of MN

GENERAL BUSINESS

Approved Agenda and Amendments

A motion to approve the Agenda and Amendments was made by Commissioner Lucachick, seconded by Commissioner Anderson, and unanimously carried.

Approved Consent Agenda

A motion to approve the Consent Agenda was made by Commissioner Vene, seconded by Commissioner Anderson, and unanimously carried.

CONSENT ITEMS

Approved Minutes

The Board, by adoption of its Consent Agenda, approved the Minutes of the Board of Commissioners Work Meeting held December 20, 2011, and the Minutes of the Board of Commissioners Regular Meeting held December 20, 2011, as submitted.

Approved Auditor/Treasurer Warrant Payment Listing

The Board, by adoption of its Consent Agenda, received and approved the warrant payment listing submitted by the Auditor/Treasurer's Office.

Approved Payment of Auditor/Treasurer Bills

The Board, by adoption of its Consent Agenda, approved payment of Auditor/Treasurer bills, as submitted.

Approved Award of Legal Publications to The Bemidji Pioneer

The Board, by adoption of its Consent Agenda, approved awarding the legal publication of the Notice of Delinquent Taxes, Financial Statements, and legal ads to The Bemidji Pioneer, for the calendar year 2012, as submitted.

Approved On-Sale Intoxicating Liquor License Transfer

The Board, by adoption of its Consent Agenda, approved the transfer of On-Sale liquor license from ME & ES Inc, DBA Mi Rancho to Lolo Munoz, DBA Mi Rancho, located in Northern Township, as submitted.

Approved Consumer Scale Agreement Between Beltrami County and Wagner Sawmill

The Board, by adoption of its Consent Agenda, approved the Consumer Scale Agreement between Beltrami County and Wagner Sawmill, as submitted.

Approved Otter Tail Power Easement

The Board, by adoption of its Consent Agenda, approved the Easement Agreement and Resolution for Otter Tail Power Company to cross county lands:

WHEREAS, in Great River Energy, a Cooperative Corporation consisting of Minnesota Power, Otter Tail Power Company,

Minnkota Power Cooperative and Northern States Power Company are desirous of securing an easement from Beltrami County as part of the construction of a power line crossing several counties in Northern Minnesota, and

WHEREAS, Minnesota Statutes § 282.04, subd. 4 authorizes a County Auditor to grant easements upon unsold tax-forfeited land,

NOW, THEREFORE, be it resolved as follows:

1. That the Beltrami County Board of Commissioners authorizes the Beltrami County Auditor to grant an easement to Great River Energy, a cooperative corporation incorporated under the laws of the State of Minnesota, pursuant to the terms of the Beltrami County Utility Easement of even date.

Approved County State Aid Highway 39 Speed Study Resolution

The Board, by adoption of its Consent Agenda, approved the speed limit study resolution on County State Aid Hwy 39, near Pennington:

WHEREAS, the Beltrami County Highway Department received a petition requesting a reduced speed limit on a section of Beltrami County State Aid Highway 39, from Cass Bluff Loop Road to Forest Road 3845; and

WHEREAS, the Beltrami County Highway Department believes it would be worthwhile to have a speed study conducted; and

WHEREAS, the Minnesota Department of Transportation will conduct a speed study at the request of Beltrami County; and

NOW THEREFORE, be it resolved that the Beltrami County Board of Commissioners do hereby authorize the County Highway Engineer to request the Minnesota Department of Transportation to conduct a speed study on the referenced section of County State Aid Highway 39 to determine a safe and appropriate speed limit.

Approved Appointment of North County Community Health Board and North County CHS Advisory Committee Members

The Board, by adoption of its Consent Agenda, approved the recommendations for appointment to the North County Community Health Board and North County CHS Advisory Committee of:

1. Dr. J. R., Parkin to the North County Community Health Board (3 year term)

2. Linda Yourczek and Wendy Potratz to the North County CHS Advisory Committee (2 year terms)

Approved Appointment to Beltrami County Parks & Trails Advisory Committee

The Board, by adoption of its Consent Agenda, approved the appointment of Lynn Marden as the District 3 Representative to the Beltrami County Parks and Trails Advisory Committee.

Approved Surveyor's Certificate of Plat Correction

The Board, by adoption of its Consent Agenda, approved the Surveyor's Certificate of Plat Correction for an error found in the recorded plat of Contree Acres, originally recorded in 1975, as submitted.

Approved Victim Assistance Program Grant Agreement

The Board, by adoption of its Consent Agenda, approved the Victim Assistance Program Grant Agreement for Services period October 1, 2011 to September 30, 2012, as submitted.

Approved Health & Human Services Warrant Payment List

The Board, by adoption of its Consent Agenda, received and approved the warrant payment listing submitted by Health & Human Services Department.

Approved Resolution and Joint Powers Agreements between Beltrami County and the State of MN

The Board, by adoption of its Consent Agenda approved the Resolution and Joint Powers Agreements between Beltrami County and the State of MN:

WHEREAS, the County of Beltrami on behalf of its County Attorney and Sheriff desires to enter into Joint Powers Agreements with the State of Minnesota, Department of Public Safety, Bureau of Criminal Apprehension to use systems and tools available over the State's criminal justice data communications network for which the County is eligible. The Joint Powers Agreements further provide the County with the ability to add, modify and delete connectivity, systems and tools over the five year life of the agreement and obligates the County to pay the costs for the network connection.

NOW, THEREFORE, BE IT RESOLVED by the County Board of Beltrami, Minnesota as follows:

1. That the State of Minnesota Joint Powers Agreements by and between the State of Minnesota acting through its Department of Public Safety, Bureau of Criminal Apprehension and the County of

Beltrami on behalf of its County Attorney and Sheriff are hereby approved. Copies of the two Joint Powers Agreements are attached to this Resolution and made a part of it.

2. That the Phillip Hodapp, Beltrami County Sheriff, or his or her successor, is designated the Authorized Representative for the Sheriff. The Authorized Representative is also authorized to sign any subsequent amendment or agreement that may be required by the State of Minnesota to maintain the County's connection to the systems and tools offered by the State.

To assist the Authorized Representative with the administration of the agreement, Michael Bakke, Chief Deputy, is appointed as the Authorized Representative's designee.

3. That Timothy Faver, Beltrami County Attorney, or his or her successor, is designated the Authorized Representative for the County Attorney. The Authorized Representative is also authorized to sign any subsequent amendment or agreement that may be required by the State of Minnesota to maintain the County's connection to the systems and tools offered by the State.

To assist the Authorized Representative with the administration of the agreement, Annie Claesson-Huseby, Chief Assistant County Attorney, is appointed as the Authorized Representative's designee.

4. That Quentin Fairbanks, the Chair of the County Board for Beltrami County, and Tony Murphy, County Administrator and the County Board Clerk, are authorized to sign the State of Minnesota Joint Powers Agreements.

REGULAR AGENDA

Solid Waste Service Fee Adjustment for 2012

Environmental Services Director, Bill Patnaude, presented Solid Waste Contract Committee recommendations to the proposed Service Fee increase for residential and commercial as submitted by Waste Management of Bemidji. Waste Management has proposed an adjustment on Solid Waste Service Fee for residential from \$116 to \$121 for a period of three years and seasonal residents would continue to pay one-half of the residential service fee.

A motion was made by Commissioner Lucachick and seconded by Commissioner Anderson to set a Public Hearing date for January 17, 2012 at 5:00 pm to receive any comment from the public on

the proposed Solid Waste Service Fee adjustment for 2012. Unanimously carried.

Consider Appointment of Chair for Airport Authority Board

The Bemidji Regional Airport Board is recommending that Marshall Froyd be reappointed to a new term as the Chair of the Airport Authority Board. The appointment requires concurrence by both the County Board and the Bemidji City Council.

A motion was made by Commissioner Vene, and seconded by Commissioner Lucachick, to conduct an advertised search for interested applicants for the position of Airport Authority Board Chair. Unanimously carried.

COMMISSIONERS' BUSINESS

Legislative/Lobbying Issues

- Commissioner Vene gave an AMC conference update
- Commissioner Lucachick requested a Resolution be drafted and reviewed at the next Work Session Meeting regarding the child labor law changes.

Commissioners' Reports

- Commissioner Lucachick presented a letter from the Northome newspaper requesting the County publish their minutes and agendas in their newspaper. The County's budget does not allow for additional publication beyond our selected newspaper for legal publications.

Review Upcoming Meeting Schedule

Next regular meeting of the County Board will be January 17, 2012, in the Board Room of the County Administration Building.

MEETING ADJOURNMENT

A motion to adjourn the Board meeting at 5:30 p.m. was made by Commissioner Lucachick, seconded by Commissioner Vene, and unanimously carried.

Quentin Fairbanks, Chair

Tony Murphy, County Administrator

**TRANSCRIPT OF THE PROCEEDINGS
OF THE BELTRAMI COUNTY BOARD OF COMMISSIONERS
January 17, 2012**

The Beltrami County Board of Commissioners met in regular session on January 17, 2012, at the County Board Room, County Administration Building, Bemidji, Minnesota.

CALL TO ORDER, ROLL CALL AND PLEDGE OF ALLEGIANCE

Chair Quentin Fairbanks called the meeting to order at 5:00 p.m. Commissioners Jack Frost, Joe Vene, Jim Lucachick and Richard Anderson were present.

GENERAL COMMENTS - BOARD CHAIR

None.

CITIZENS ADDRESSING THE BOARD

None.

APPROVAL OF AGENDA

The following items were added to the Consent Agenda:

- Approval of extending the Chair of the Airport Authority Board to March 31st, 2012.
- Approval of a ConCon Grant Request from the City of Kelliher for The Old Kelliher School

GENERAL BUSINESS

Approved Agenda and Amendments

A motion to approve the Agenda and Amendments was made by Commissioner Vene, seconded by Commissioner Anderson, and unanimously carried.

Approved Consent Agenda

A motion to approve the Consent Agenda was made by Commissioner Frost, seconded by Commissioner Anderson, and unanimously carried.

CONSENT ITEMS

Approved Minutes

The Board, by adoption of its Consent Agenda, approved the Minutes of the Board of Commissioners Work Meeting held January 3, 2012, and the Minutes of the Board of Commissioners Regular Meeting held January 3, 2012, as submitted.

Approved Auditor/Treasurer Warrant Payment Listing

The Board, by adoption of its Consent Agenda, received and approved the warrant payment listing submitted by the Auditor/Treasurer's Office.

Approved Payment of Auditor/Treasurer Bills

The Board, by adoption of its Consent Agenda, approved payment of Auditor/Treasurer bills, as submitted.

Approved 2012 Association of MN Counties Delegates

The Board, by adoption of its Consent Agenda, approved the 2012 Association of MN Counties Delegates, as submitted.

Approved 2012 Court Appointed Counsel Contracts

The Board, by adoption of its Consent Agenda, approved the court appointed counsel contracts for 2012, as submitted.

Approved Resolution of Support for City of Blackduck LRIP Funding

The Board, by adoption of its Consent Agenda, approved the Resolution of Support for the City of Blackduck LRIP Funding:

WHEREAS, MnDot State Aid for Local Transportation will be soliciting counties, cities, townships and other local agencies to submit projects eligible for funding under The Routes of Regional Significance Account of the Local Road Improvement Program (LRIP) for the FY 12/13 biennium beginning November 22, 2012; and

WHEREAS, the criteria set forth for eligible projects include the ability to be approved for construction letting by June of 2013, road improvement must qualify as regionally significant, must correct a transportation deficiency and incorporate a safety strategy as part of the proposed improvement project, and funding is capped at \$500,000; and

WHEREAS, the Blackduck City Council has adopted a City Resolution supporting a Local Road Improvement Program (LRIP) application for City streets that meet LRIP qualifications.

NOW THEREFORE, BE IT RESOLVED, the Beltrami County Board of Commissioners hereby agrees to sponsor a City of Blackduck application for funding under the "Routes of Regional Significance Account" of the LRIP: and

BE IT FURTHER RESOLVED, in the event that the City of Blackduck receives LRIP funding, Beltrami County and the City of Blackduck

will enter into a Memorandum of Agreement that further specifies the responsibilities of county sponsorship of the LRIP funding.

Approved 2012 Seasonal Highway Summer Laborer Positions

The Board, by adoption of its Consent Agenda, approved filling seven (7) 2012 Seasonal Highway Summer Laborer Positions, as submitted.

Approved MN/DOT Detour Agreement and Resolution

The Board, by adoption of its Consent Agenda, approved the MN/DOT Detour Agreement and Resolution:

IT IS RESOLVED that Beltrami County enter into MnDOT Agreement No. 00490 with the State of Minnesota, Department of Transportation for the following purposes:

To provide for payment by the State to the County for the use of C.S.A.H. 15, C.S.A.H. 23 and C.S.A.H. 32 as a detour route during the contract construction to be performed upon, along and adjacent to Trunk Highway No.1 at 0.5 miles and 10.4 miles east of Redby under State Projects No. 0404-23 and No. 0404-28 (T.H.1 = 160).

IT IS FURTHER RESOLVED that the County Board Chair and the County Administrator are authorized to execute the Agreement and any amendments to the Agreement.

Approved Parent Support Outreach Grant 2012-2016

The Board, by adoption of its Consent Agenda, approved the parent support outreach grant from the MN Department of Human Services, for calendar years 2012 - 2016, as submitted.

Approved Change in Ownership - Long Lake Loon Lodge Waiver Contract

The Board, by adoption of its Consent Agenda, approved the change in ownership for Long Lake Loon Lodge and update to the Waiver Contract to reflect the change, as submitted.

Approved Health & Human Services Annual Contract Renewals

The Board, by adoption of its Consent Agenda, approved the Health & Human Services Annual Contract Renewals, as submitted.

Approved Health and Human Services Monthly Child Protection Reports

The Board, by adoption of its Consent Agenda, reviewed and approved Human Services Monthly Child Protection Reports, as submitted.

Approved Health and Human Services Family Child Care Licenses

The Board, by adoption of its Consent Agenda, approved Human Services Family Child Care Licenses, as submitted.

Approved Health and Human Services Family Foster Care Licenses

The Board, by adoption of its Consent Agenda, approved Human Services Family Foster Care Licenses, as submitted.

Approved Health & Human Services Warrant Payment List

The Board, by adoption of its Consent Agenda, received and approved the warrant payment listing submitted by Health & Human Services Department.

Approved Extending the Chair of the Airport Authority Board to March 31st, 2012.

The Board, by adoption of its Consent Agenda, approved extending Marshal Froyd's term of office as Chair of the Airport Authority Board until March 31st to allow time to advertise for and screen candidates for the chair position.

Approval of a ConCon Grant Request from the City of Kelliher

The Board, by adoption of its Consent Agenda, approved the \$10,000 economic development initiative ConCon Grant Request from the City of Kelliher for improvements to the Old Kelliher School.

REGULAR AGENDA

Update on "Beyond the Yellow Ribbon" Community Effort

Aaron Yliniemi and Brent Steinmetz gave an update to the Board on the progress of the "Beyond the Yellow Ribbon" community programs and requested a letter of support or resolution of support from the Board.

Resolution of Support of the "Beyond the Yellow Ribbon" Campaign:

WHEREAS, a Beyond the Yellow Ribbon campaign has been initiated in the greater Bemidji community in an effort to assist local military service members and their families to connect with a community network of support that is understood and trusted by military families; and

WHEREAS, this Beyond the Yellow Ribbon community partnership builds upon the existing strength of our community and community organizations by continuing to support awareness and to address the needs of service members, spouses and children throughout the deployment, deployment-reintegration and through extended periods after homecoming; and

WHEREAS, the Beyond the Yellow Ribbon community partnership encourages and organizes key community groups and individuals to be proactive and work in harmony to develop a program which empowers community synchronization of effort and to build upon an enduring and sustainable network of support.

THEREFORE, BE IT RESOLVED on behalf of all Beltrami County residents, the Beltrami County Board of Commissioners is proud to recognize and to express appreciation to our military service members and their families for the sacrifices they make to uphold our nation's security and democratic values; and

BE IT FURTHER RESOLVED, that the Beltrami County Board of Commissioners hereby expresses support for the "Beyond the Yellow Ribbon" community campaign for the greater Bemidji area and encourage all citizens and organizations to support our military members and their families by recognizing and supporting the ongoing efforts of the Beyond the Yellow Ribbon campaign.

A motion was made by Commissioner Anderson, and seconded by Commissioner Frost, to approve the Resolution of Support of the "Beyond the Yellow Ribbon" Campaign. Unanimously carried.

Resolution in Opposition to Proposed US Department of Labor Regulations Affecting Family Farms

Ervin Blom had attended an earlier Board Meeting and shared a copy of a resolution adopted by the Eckles Town Board in opposition to a US Dept of Labor regulation affecting family farms.

The Beltrami County Board has also prepared a resolution in opposition to the proposed regulation.

WHEREAS, The U.S. Secretary of Labor is charged with regulating employment of youth in occupations which may be considered hazardous; and

WHEREAS, on September 2, 2011, the U.S. Department of Labor published a notice of proposed rulemaking to upgrade child labor regulations; and

WHEREAS, the proposed regulations severely restrict non-family persons under the age of 16 from operating machinery and power equipment; and

WHEREAS, the proposed regulations appear to prohibit relatives, including grandchildren and nieces and nephews, from working on family farms; and

WHEREAS, the proposed regulations may cause the abandonment of common farming practices due to a lack of adequate short term help during planting and harvest time thereby increasing costs and disruptions thereby increasing the potential for losing the "family" farm concept; and

WHEREAS, the proposed regulation updates potentially contribute to the further demise of small non-corporate farms in rural America.

THEREFORE, BE IT RESOLVED that the Beltrami County Board of Commissioners hereby expresses support for family farms and urges the U. S. Department of Labor to retain the integrity of the family farm exemption as previously established by the United State Congress.

BE IT FURTHUR RESOLVED, the Beltrami County Board of Commissioners hereby directs the Beltrami County Administrator to provide comment to the U.S. Department of Labor in opposition to the proposed child labor rules.

A motion was made by Commissioner Lucachick, and seconded by Commissioner Vene, to approve the Resolution in opposition to proposed US Department of Labor Regulations affecting Family Farms. Unanimously carried.

Public Hearing: Solid Waste Fee Schedule

Environmental Services Director, Bill Patnaude, presented information regarding what Waste Management has proposed in adjustments to the Solid Waste Service Fee for residential units. Fees would increase from \$116 to \$121 and seasonal residents to continue to pay one-half of the residential service fee in their three-year contract; 2012-2014, as presented.

Chairman Fairbanks opened the Public Hearing.
No public comment was received.

Chairman Fairbanks closed the Public Hearing.

It was noted by Board members that for the future, the County would be looking to the possibility of having a scanable card verification for access to the solid waste facility and also exploring the possibility of pursuing a request for proposal (RFP) process for the next contract.

A motion was made by Commissioner Frost, and seconded by Commissioner Lucachick, to approve the adjusted Solid Waste Service Fee for residential units as part of a three year contract extension. Unanimously carried.

Update on Eckles Recreational Area (Shooting Sports Park) and Resolution for Support of State Bonding

Natural Resource Management Director, Richard Moore, introduced Mark Farabee, representative for the park user groups, to explain that has been happening with the park development. Among the updates, was renaming the park to: Northland Regional Sports Center, to more accurately reflect the diversity of the park.

Susan Safstrom, a resident of Eckles Township addressed the Board at this time, with her concerns about the effect of all the shooting on the neighborhood and the use/abuse of public funds and public property by a small group of citizens.

The Natural Resource Management Department met with user groups, Senator Carlson and Representative Hancock regarding the recreational area and the following Resolution of Support was drafted to support a \$1.7 million bonding request:

WHEREAS, Beltrami County has developed and adopted the Recreational Facilities Plan on January 8, 2008 which provides the county with a long-term vision for recreational development;

WHEREAS, The County supports the development of the Shooting Sports Park, which includes providing opportunities for a recreational trailhead that connects to the multi-use Soo Line Trail (horseback riding, ATV, snowmobile, mountain bike); training center for law enforcement; training and education center for hunter, ATV, and snowmobile education; shooting range, trap range, and an archery area;

NOW, THEREFORE, BE IT RESOLVED, the Beltrami County Board of Commissioners supports the recreational users to pursue a 2012 State Bonding request through local legislators.

A motion was made by Commissioner Vene, and seconded by Commissioner Lucachick, to provide a Resolution of Support for

State Bonding for Section 17 Eckles Township Recreational Area. Unanimously carried.

Commissioner Lucachick gave his personal assurance that the County will do all due-diligence necessary to protect the citizens and taxpayers of Beltrami County.

Review Two Year Collective Bargaining Agreement between Beltrami County and IUOE Local #49

Negotiations have begun with all 7 bargaining units within the County. Administrator, Tony Murphy, informed the Board that Negotiators for Beltrami County and IUOE, Local #49 (Highway Department) have reached a tentative agreement for a new two year agreement. Assuming the union ratifies the agreement, the County Administrator is seeking Board Approval and signature to the contract.

A motion was made by Commissioner Anderson, and seconded by Commissioner Frost, to agree to the terms of a two year collective bargaining agreement between Beltrami County and IUOE Local #49. Unanimously carried.

COMMISSIONERS' BUSINESS

Legislative/Lobbying Issues

- Commissioner Vene gave an AMC update.
- Commissioner Lucachick mentioned upcoming Township Officer Meeting.

Commissioners' Reports

- Commissioner Fairbanks reported on the completion of the Waskish warning system. Siren can be heard from 4 miles away.

Review Upcoming Meeting Schedule

Next regular meeting of the County Board will be February 7, 2012, in the Board Room of the County Administration Building.

MEETING ADJOURNMENT

A motion to adjourn the Board meeting at 6:00 p.m. was made by Commissioner Vene, seconded by Commissioner Frost, and unanimously carried.

Quentin Fairbanks, Chair

Tony Murphy, County Administrator

**TRANSCRIPT OF THE PROCEEDINGS
OF THE BELTRAMI COUNTY BOARD OF COMMISSIONERS
February 7, 2012**

The Beltrami County Board of Commissioners met in regular session on February 7, 2012, at the County Board Room, County Administration Building, Bemidji, Minnesota.

CALL TO ORDER, ROLL CALL AND PLEDGE OF ALLEGIANCE

Chair Quentin Fairbanks called the meeting to order at 5:04 p.m. Commissioners Joe Vene, Jim Lucachick and Richard Anderson were present. Commissioner Jack Frost was excused.

GENERAL COMMENTS - BOARD CHAIR

None.

CITIZENS ADDRESSING THE BOARD

None.

APPROVAL OF AGENDA

The following item was added to the Consent Agenda:

- Approval of \$250 Sponsorship of Bemidji Day at the Capitol Reception

The following items were added to the Regular Agenda:

- Approval to Fill One Full-Time Legal Secretary II
- Approval to Fill One Full-Time Female Corrections Officer

GENERAL BUSINESS

Approved Agenda and Amendments

A motion to approve the Agenda and Amendments was made by Commissioner Vene, seconded by Commissioner Anderson, and unanimously carried.

Approved Consent Agenda

A motion to approve the Consent Agenda was made by Commissioner Anderson, seconded by Commissioner Lucachick, and unanimously carried.

CONSENT ITEMS

Approved Minutes

The Board, by adoption of its Consent Agenda, approved the Minutes of the Board of Commissioners Work Meeting held January

17, 2012, 2012, and the Minutes of the Board of Commissioners Regular Meeting held January 17, 2012, as submitted.

Approved Auditor/Treasurer Warrant Payment Listing

The Board, by adoption of its Consent Agenda, received and approved the warrant payment listing submitted by the Auditor/Treasurer's Office.

Approved Payment of Auditor/Treasurer Bills

The Board, by adoption of its Consent Agenda, approved payment of Auditor/Treasurer bills, as submitted.

Approved Off-Site Gambling Permit for Blackduck Fire Relief Association

The Board, by adoption of its Consent Agenda, approved the application for Off-Site Gambling Permit for Blackduck Fire Relief Association to conduct a raffle February 25, 2012 on the ice of Blackduck Lake, as submitted.

Approved Snowmobile & Cross Country Ski Trail Sponsorship Resolution

The Board, by adoption of its Consent Agenda, approved the Snowmobile & Cross Country Ski Trail Sponsorship Resolution:

Whereas: Beltrami County supports the applications for Grant in Aid funding for Snowmobile/Cross Country Ski/OHV Trails operated as Beltrami County Ski Trails, Big Red Lake Bog, Border Trails, Lost River Trails, Fourtown-Grygla OHV, North Country Trail, Northland Trail, Paul Bunyan Trail, Becida Trail, North Country Snowmobile Club (Paul Bunyan State Trail) and Wapita WMA Trail and

Whereas: Beltrami County will enter into grant agreements with the state for each trail project and will serve as fiscal agent in each grant,

Therefore Be It Resolved that Beltrami County endorses applications made for maintenance, capital equipment or other projects applied for by each club to the Trails and Waterways Division of the Minnesota Department of Natural Resources for Grant in Aid Funding.

Approved Consumer Scale Agreement between Beltrami County and FutureWood Corp

The Board, by adoption of its Consent Agenda, approved the Consumer Scale Agreement between Beltrami County and FutureWood Corporation, as submitted.

Approved Public Meeting Date for Road Revocation

The Board, by adoption of its Consent Agenda, approved the public meeting regarding revocation of a section of Ball Park Lane E to the City of Kelliher for March 20, 2012 during Regular Board Meeting, as submitted.

Approved Special Use Permit - Lost Acres Snowmobile Club

The Board, by adoption of its Consent Agenda, approved the Lost Acres Snowmobile Club Special User Permit request to construct, maintain and operate a snowmobile trail on specified County State Aid Highways and County Roads, as submitted.

Approved Health & Human Services Warrant Payment List

The Board, by adoption of its Consent Agenda, received and approved the warrant payment listing submitted by Health & Human Services Department.

Approved \$250 Sponsorship of Bemidji Day at the Capitol Reception

The Board, by adoption of its Consent Agenda, approved the \$250 sponsorship of the Bemidji Day at the Capitol Reception, as submitted.

REGULAR AGENDA

Fill One Summer Student Worker Position in the License Center

Auditor/Treasurer Kay Mack, made the request to fill the summer intern position in the License Center.

Commissioner Lucachick stated that for all position vacancies, he encourages the County to post externally as well as internally.

A motion was made by Commissioner Anderson, and seconded by Commissioner Vene, to fill the summer student intern position in the License Center. Unanimously carried.

Fill One Full-Time Sheriff's Office Records Tech Position

Sheriff Hodapp presented the request to fill one full-time Records Tech position internally and any subsequent part-time vacancies externally.

A motion was made by Commissioner Vene, and seconded by Commissioner Anderson, to fill one full-time Records Tech Position internally and any subsequent part-time vacancies that may occur externally. Unanimously carried.

Fill One Full-Time Supervisor for Child Support Enforcement Unit

John Pugleasa, due to a resignation there is position to fill for a Child Support Enforcement Supervisor.

A motion was made by Commissioner Anderson, and seconded by Commissioner Lucachick, to fill one full-time Child Support Enforcement Supervisor Position with posting both internally and externally. Unanimously carried.

Rural Minnesota CEP Contract

John Pugleasa, Economic Assistance Director, provided details and answered questions regarding the Rural Minnesota CEP Contract and the BeltramiWorks! Program for 2012.

A motion was made by Commissioner Vene, and seconded by Commissioner Lucachick to approve the Rural Minnesota CEP 2012 Contract and prepare a comprehensive Request for Proposals (RFP) for these services that will reflect the outcome based service objectives of the County. Unanimously carried.

Fill One Full-Time Environmental Resource Specialist Position

Environmental Services Director, Bill Patnaude presented the request to fill a vacancy due to resignation.

A motion was made by Commissioner Lucachick, and seconded by Commissioner Anderson, to fill one full-time Environmental Services Specialist Position with posting both internally and externally. Unanimously carried.

Fill One Full-Time Legal Secretary II Position

Time Faver, County Attorney, presented the request to fill one full-time Legal Secretary II Position due to a resignation.

A motion was made by Commissioner Lucachick, and seconded by Commissioner Vene, to fill one full-time Legal Secretary II Position with posting both internally and externally. Unanimously carried.

Fill One Full-Time Female Corrections Officer Position

Sheriff Hodapp presented the request to fill one full-time female corrections officer position with internal posting and any subsequent vacancies with both internal and external posting.

A motion was made by Commissioner Anderson, and seconded by Commissioner Vene, to fill one full-time female Corrections Officer Position internally and fill any subsequent vacancies externally. Unanimously carried.

COMMISSIONERS' BUSINESS

Legislative/Lobbying Issues

None.

Commissioners' Reports

- Commissioner Vene reported on the Leadership Academy

Review Upcoming Meeting Schedule

Next regular meeting of the County Board will be February 21, 2012, at the Kelliher Old School.

MEETING ADJOURNMENT

A motion to adjourn the Board meeting at 5:31 p.m. was made by Commissioner Lucachick, seconded by Commissioner Vene, and unanimously carried.

Quentin Fairbanks, Chair

Tony Murphy, County Administrator

**TRANSCRIPT OF THE PROCEEDINGS
OF THE BELTRAMI COUNTY BOARD OF COMMISSIONERS
February 21, 2012**

The Beltrami County Board of Commissioners met in regular session on February 21, 2012, at the County Board Room, County Administration Building, Bemidji, Minnesota.

CALL TO ORDER, ROLL CALL AND PLEDGE OF ALLEGIANCE

Chair Quentin Fairbanks called the meeting to order at 5:00 p.m. Commissioners Jack Frost, Joe Vene, Jim Lucachick and Richard Anderson were present.

GENERAL COMMENTS - BOARD CHAIR

None.

CITIZENS ADDRESSING THE BOARD

None.

APPROVAL OF AGENDA

The following item was added to the Consent Agenda:

- Approval to Fill Full-Time Corrections Officer Position

The following items were added to the Regular Agenda:

- Approval of "Fourth Attorney" Public Defender Contract
- Approval of Appointment of Citizen Chair to Regional Airport Authority Board

GENERAL BUSINESS

Approved Agenda and Amendments

A motion to approve the Agenda and Amendments was made by Commissioner Vene, seconded by Commissioner Anderson, and unanimously carried.

Approved Consent Agenda

A motion to approve the Consent Agenda was made by Commissioner Anderson, seconded by Commissioner Lucachick, and unanimously carried.

CONSENT ITEMS

Approved Minutes

The Board, by adoption of its Consent Agenda, approved the Minutes of the Board of Commissioners Work Meeting held February 7, 2012, and the Minutes of the Board of Commissioners Regular Meeting held February 7, 2012, as submitted.

Approved Auditor/Treasurer Warrant Payment Listing

The Board, by adoption of its Consent Agenda, received and approved the warrant payment listing submitted by the Auditor/Treasurer's Office.

Approved Payment of Auditor/Treasurer Bills

The Board, by adoption of its Consent Agenda, approved payment of Auditor/Treasurer bills, as submitted.

Approved Contract for VCALL Tower Rent

The Board, by adoption of its Consent Agenda, approved the 2012 contract for VCALL tower rent with Paskvan Industries, as submitted.

Approved Resolution Authorizing Narcotics & Gang Task Force Grant Agreement for 2012

The Board, by adoption of its Consent Agenda, approved the Resolution Authorizing Narcotics & Gang Task Force Grant Agreement for 2012:

WHEREAS, Beltrami County Sheriff's Office is the financial agent for the Paul Bunyan Task Force;

BE IT RESOLVED, that Beltrami County formally agrees to enter into a cooperative agreement with the State of Minnesota/ Department of Public Safety, Office of Justice Programs.

Sheriff Phil Hodapp and Chief Deputy Mike Bakke are hereby authorized to execute such agreements and amendments as are necessary to implement the project on behalf of the Beltrami County Sheriff's Office.

Approved Easement for CSAH 39 Road Improvements

The Board, by adoption of its Consent Agenda, approved three permanent easements and one temporary easement across tax-forfeited land for a road improvement project on the Scenic Highway NE (CSAH 39) with easement language approval per Beltrami County Attorney.

Approved Special Use Permit - Fourtown-Grygla Sportsman Club

The Board, by adoption of its Consent Agenda, approved the Fourtown-Grygla Sportsman Club special use permit to maintain

and operate a snowmobile trail on County State Aid Highways and County Roads, as submitted.

Approved Nursing Services Compliance with Accepted Professional Standards and Principles Statement

The Board, by adoption of its Consent Agenda, approved the Nursing Services compliance with accepted professional standards and principles statement, as submitted.

Approved Contract Renewal with White Earth Reservation dba Oshki Manidoo

The Board, by adoption of its Consent Agenda, approved the Contract Renewal with White Earth Reservation dba Oshki Manidoo, as submitted.

Approved Contracts for MN Health Care Programs Access Transportation and Social Service Transportation

The Board, by adoption of its Consent Agenda, approved the contracts for Minnesota Health Care Programs (MHCP) Access Transportation and Social Service Transportation with Paul Bunyan Transit, as submitted.

Approved Health and Human Services Monthly Child Protection Reports

The Board, by adoption of its Consent Agenda, reviewed and approved Human Services Monthly Child Protection Reports, as submitted.

Approved Health and Human Services Family Child Care Licenses

The Board, by adoption of its Consent Agenda, approved Human Services Family Child Care Licenses, as submitted.

Approved Health and Human Services Family Foster Care Licenses

The Board, by adoption of its Consent Agenda, approved Human Services Family Foster Care Licenses, as submitted.

Approved Health & Human Services Warrant Payment List

The Board, by adoption of its Consent Agenda, received and approved the warrant payment listing submitted by Health & Human Services Department.

Approved Jail to Fill One Full-Time Corrections Officer Position

The Board, by adoption of its Consent Agenda, approved filling one full-time male Corrections Officer position and any subsequent vacancies that occur.

REGULAR AGENDA

Establish Process to Fill Three Vacant Positions on Beltrami County Park and Trail Advisory Council

Richard Moore, Director of Natural Resource Management, requested direction from the Board on the process to appoint applicants to fill three vacancies on the Beltrami County Park and Trail Advisory Council (PTAC) due to term expirations. There are eleven application for the three open positions of 1)General At Large 2) Parks/Recreation and 3) Tourism.

A motion was made by Commissioner Vene, and seconded by Commissioner Frost, to assemble a committee of the two Commissioners on the PTAC Council (Commissioners Frost & Lucachick) and the NRM Director (Richard Moore), to review the applicants and recommend the appointment of the best candidate to the vacancies of General At Large, Parks/Recreation and Tourism for a three-year term. Unanimously carried.

Review Three Year Collective Bargaining Agreement between Beltrami County and Law Enforcement Labor Services (LELS)

Negotiators for Beltrami County and LELS have reached a tentative agreement for a new three year agreement for Sheriff's Office Sergeants. Administrator Murphy presented the tentative agreement and recommended the Board's approval.

A motion was made by Commissioner Anderson, and seconded by Commissioner Vene, to approve and ratify the new three-year agreement for Sheriff's Office Sergeants (LELS) which will include 2011, 2012 and 2013. Unanimously carried.

Update on Northern Minnesota Veterans Home Task Force Activities

Administrator Tony Murphy, updated the Board regarding the announcement of the land pledge made by Sanford Health of Northern Minnesota for the location of a Veterans Home in Beltrami County.

A motion was made by Commissioner Vene, and seconded by Commissioner Frost, to enter into a contract for preliminary design and architectural renderings from M J Architects in the amount of \$5,000.00 utilizing Development Fund Reserves and cost sharing with Sanford Health. Unanimously carried.

It was discussed that other groups and organizations, including the Veteran's Community, expressed interest in contributing to this project.

Approve the "Fourth Attorney" Public Defender Contract for 2012

It is sometimes necessary to have a fourth public defender in certain cases. Historically, the county has had one additional attorney under contract at an hourly rate for such situations.

A motion was made by Commissioner Vene, and seconded by Commissioner Frost, to approve a "Fourth Attorney" Public Defender Contract with Margaret Dow for services in 2012. Unanimously carried.

Approve Appointment of Citizen Chair to the Regional Airport Authority Board

The Bemidji Regional Airport Board is recommending that Marshall Froyd be reappointed to a new three year term as Chair of the Airport Authority Board.

A motion was made by Commissioner Frost, and seconded by Commissioner Anderson, to reappoint Marshal Froyd to a three year term as the Citizen Chair of the Bemidji Regional Airport Authority Board. Carried 3/1. Commissioners Frost, Anderson, Vene voting Yes. Commissioner Lucachick voting No. Chairman Fairbanks did not vote.

COMMISSIONERS' BUSINESS

Legislative/Lobbying Issues

- Commissioner Vene reported on testimony he provided before a legislative committee relating to the consolidation of MN Counties.
- Administrator Murphy presented the new redistricting maps being distributed by Minnesota Courts representing the new boundaries for congressional and legislative districts.

Commissioners' Reports

None.

Review Upcoming Meeting Schedule

Next regular meeting of the County Board will be March 6, 2012, in the Board Room of the County Administration Building.

MEETING ADJOURNMENT

A motion to adjourn the Board meeting at 5:48 p.m. was made by Commissioner Lucachick, seconded by Commissioner Anderson, and unanimously carried.

Quentin Fairbanks, Chair

Tony Murphy, County Administrator

**TRANSCRIPT OF THE PROCEEDINGS
OF THE BELTRAMI COUNTY BOARD OF COMMISSIONERS
March 6, 2012**

The Beltrami County Board of Commissioners met in regular session on March 6, 2012, at the County Board Room, County Administration Building, Bemidji, Minnesota.

CALL TO ORDER, ROLL CALL AND PLEDGE OF ALLEGIANCE

Chair Quentin Fairbanks called the meeting to order at 5:03 p.m. Commissioners Jack Frost, Jim Lucachick and Richard Anderson were present. Commissioner Joe Vene was excused.

GENERAL COMMENTS - BOARD CHAIR

None.

CITIZENS ADDRESSING THE BOARD

None.

APPROVAL OF AGENDA

The following item was removed from the Consent Agenda:

- Approval to Certify Special Assessment

The following items were added to the Consent Agenda:

- Approval of Health & Human Services to Pay Bills
- Approval of Job Evaluation Ratings for Environmental Services Director and Environmental Services Support Tech I Positions

The following items were added to the Regular Agenda:

- Approval to Fill Vacant Assistant Jail Administrator Position
- Approval to Start New Payroll Financial Tech at Step 6 of Pay Grade

GENERAL BUSINESS

Approved Agenda and Amendments

A motion to approve the Agenda and Amendments was made by Commissioner Frost, seconded by Commissioner Lucachick, and unanimously carried.

Approved Consent Agenda

A motion to approve the Consent Agenda was made by Commissioner Lucachick, seconded by Commissioner Frost, and unanimously carried.

CONSENT ITEMS

Approved Minutes

The Board, by adoption of its Consent Agenda, approved the Minutes of the Board of Commissioners Work Meeting held February 21, 2012, and the Minutes of the Board of Commissioners Regular Meeting held February 21, 2012, as submitted.

Approved Auditor/Treasurer Warrant Payment Listing

The Board, by adoption of its Consent Agenda, received and approved the warrant payment listing submitted by the Auditor/Treasurer's Office.

Approved Payment of Auditor/Treasurer Bills

The Board, by adoption of its Consent Agenda, approved payment of Auditor/Treasurer bills, as submitted.

Approved Payment of Contracts for Tree Planting

The Board, by adoption of its Consent Agenda, approved payment to tree planting contractor as projects are completed per contract specifications and approved by NRM staff, as submitted.

Approved Health & Human Services to Pay Bills

The Board, by adoption of its Consent Agenda, received and approved the warrant payment listing submitted by Health & Human Services Department.

Approved Job Evaluation Ratings for Environmental Services Director and Environmental Services Support Tech I Positions

The Board, by adoption of its Consent Agenda, approved job evaluation ratings for Environmental Services Director and Environmental Services Support Tech I positions incorporating the additional duties assigned due to the Soil and Water Conservation District merger with Beltrami County Environmental Services, placing the Environmental Services Director in pay grade 16 and the Environmental Services Support Tech I position in pay grade 7.

REGULAR AGENDA

2012 Forest Development Bid Awards

Natural Resource Management Director, Richard Moore, presented 2012 Forest Development Bid results from the February 27, 2012

bid opening. Total of contract values exceed 2012 total budgeted amount by \$1,241.85.

Bid Awards Recommended by Natural Resource Management:

Forest Inventory	Edward Koski
Tree Planting	Star forestry; Monte Draper
Site Preparation	Future Forests
Release (Microsite)	Grant Neilsen
Beaver Flowage Projects	Buchholz Blasting
Bud Capping	Gracia Forest Services, LLC; Monte Draper
Deer Browse Repellent	Grant Nielsen

A motion was made by Commissioner Lucachick, and seconded by Commissioner Anderson to approve the 2012 Forest Development Bids as presented. Unanimously carried.

Designation of Site in Three Island Park for National Register of Historic Places

John Winter, from Natural Resource Management Department, presented the information and notice from the State Review Board of the MN Historical Society of their consent to review the county's application to designate a site in the Three Island Park on the National Register of Historic Places. Mr. Winter is recommending that the County submit a written testimony with additional comments related to the designation.

A motion was made by Commissioner Frost, and seconded by Commissioner Anderson, to submit written testimony and letter of support to the State Review Board of the MN Historical Society in regard to the designation of a site in the Three Island Park on the National Register of Historic Places. Unanimously carried.

Jail Boiler Replacement/Engineering Services

Facilities Manager, Steve Shadrick, provided a summary of the three Request for Qualifications (RFQ's) received for the jail boiler replacement/engineering services project. Mr. Shadrick's recommendation is to award the bid to Engineering Design Initiative, the lowest responsible bidder.

A motion was made by Commissioner Lucachick, and seconded by Commissioner Anderson, to award the bid for Jail Boiler Replacement Engineering Services to Engineering Design Initiative in the amount of \$18,000. Unanimously carried.

Pilot Project with MN/PCA, NW MN Foundation, Minnesota Waters,
and Friends of Lake Bemidji

Environmental Services Department Director, Bill Patnaude, presented a summary of the Pilot Project for Lake Bemidji Watershed Assessment. The project calls for combining efforts with the MN Pollution Control Agency, NW Minnesota Foundation, Minnesota Waters group and the Friends of Lake Bemidji group.

A motion was made by Commissioner Frost, and seconded by Commissioner Anderson, to approve participation in the pilot project for Lake Bemidji Watershed Assessment and Environmental Services Department staff to exercise due diligence on staff time and cost commitments. Unanimously carried.

Beltrami SWCD Request for Con Con Funds for Project on Moose
River

Environmental Services Department Director, Bill Patnaude, on behalf of the SWCD presented a Grant Application for Con Con funds from Beltrami County for erosion repair and bank stabilization on the Moose River occurring in Section 5, Twp 157N, Range 38W. The project would be overseen by the Beltrami County Highway Department.

A motion was made by Commissioner Lucachick, and seconded by Commissioner Frost, to approve the request for funds from the Beltrami County Consolidated Conservation Fund (Con Con) in the amount of \$19,948.96 to Holthusen Construction, Inc. of Grygla, MN, to provide erosion repair and stream bank stabilization on the Moose River in the area of Section 5, Twp 157N, Range 38W. Marshall County will be billed their portion of the project upon completion in the amount of \$8,736 (43.75%). Unanimously carried.

Approval to Fill Vacant Assistant Jail Administrator Position

Jail Administrator, Cindy Borowski, presented the request to fill the vacant Assistant Jail Administrator Position from within and fill any subsequent vacancies by posting both internal and externally.

A motion was made by Commissioner Anderson, and seconded by Commissioner Lucachick, to fill the Assistant Jail Administrator Position by posting internally and filling any subsequent vacancies with an internal/external posting. Unanimously carried.

Request to Start New Payroll Financial Tech at Step 6 of Pay Grade

Administrator Murphy presented the request on behalf of the Auditor/Treasurer to offer the Payroll Financial Tech position to the top applicant at step 6 of the pay scale for Payroll Tech.

A motion was made by Commissioner Frost, and seconded by Commissioner Anderson, to offer the Payroll Financial Technician position to the top applicant at Step 6 of the pay scale for Payroll Technician. Unanimously carried.

COMMISSIONERS' BUSINESS

Legislative/Lobbying Issues

None.

Commissioners' Reports

- Commissioner Anderson extended/distributed an Evergreen Conference invitation to the Board

Review Upcoming Meeting Schedule

Next regular meeting of the County Board will be March 20, 2012, at the Old School in Kelliher, MN.

MEETING ADJOURNMENT

A motion to adjourn the Board meeting at 5:45 p.m. was made by Commissioner Frost, seconded by Commissioner Anderson, and unanimously carried.

Quentin Fairbanks, Chair

Tony Murphy, County Administrator

**TRANSCRIPT OF THE PROCEEDINGS
OF THE BELTRAMI COUNTY BOARD OF COMMISSIONERS
March 20, 2012**

The Beltrami County Board of Commissioners met in regular session on March 20, 2012, at the Kelliher Old School, Kelliher, Minnesota.

CALL TO ORDER, ROLL CALL AND PLEDGE OF ALLEGIANCE

Chair Quentin Fairbanks called the meeting to order at 5:00 p.m. Commissioners Jack Frost, Joe Vene, Jim Lucachick and Richard Anderson were present.

GENERAL COMMENTS - BOARD CHAIR

Chair Fairbanks expressed appreciation to the Kelliher/Waskish communities for hosting the County Board meeting and for providing food.

CITIZENS ADDRESSING THE BOARD

Concerns were raised during the citizen portion of the meeting related to the condition of county roads and the need for road repairs/maintenance in northern Beltrami County. County Engineer Hasbargen explained the process of rating pavement conditions and the limited budget to keep up with all road needs. Mr. Hasbargen agreed to take another look at the roads identified by the citizens as needing the most attention.

APPROVAL OF AGENDA

The following items were added to the March 20th Consent Meeting Agenda:

- Approval of Acknowledgement of Public Authority Responsibility with the Red Lake Nation and Bureau of Indian Affairs
- Appointments to the Park and Trail Advisory Council

The following items were added to the March 20th Regular Meeting Agenda:

- Appointment of Scotty Allison as Beltrami County Veteran Service Officer
- Public Hearing: Small Cities Development Program

Application for Housing Rehabilitation

GENERAL BUSINESS

Approved Agenda and Amendments

A motion to approve the Agenda and Amendments was made by Commissioner Frost, seconded by Commissioner Lucachick, and unanimously carried.

Approved Consent Agenda

A motion to approve the Consent Agenda was made by Commissioner Lucachick, seconded by Commissioner Anderson, and unanimously carried.

CONSENT ITEMS

Approved Minutes

The Board, by adoption of its Consent Agenda, approved the Minutes of the Board of Commissioners Work Meeting held March 6, 2012, and the Minutes of the Board of Commissioners Regular Meeting held March 6, 2012, as submitted.

Approved Auditor/Treasurer Warrant Payment Listing

The Board, by adoption of its Consent Agenda, received and approved the warrant payment listing submitted by the Auditor/Treasurer's Office.

Approved Payment of Auditor/Treasurer Bills

The Board, by adoption of its Consent Agenda, approved payment of Auditor/Treasurer bills, as submitted.

Approved Advertising for Bids on Snowmobile Trail Grooming Equipment

The Board, by adoption of its Consent Agenda, authorized the Auditor/Treasurer's Office to advertise for bids for snowmobile grooming equipment to be purchased through the state contract and be used by Lost River Trails Snowmobile Club for trail grooming in the NE region of Beltrami County, as submitted.

Approved Re-Appointments Beltrami County Personnel Board of Appeals

The Board, by adoption of its Consent Agenda, approved the reappointment of Cliff Tweedale, Lorena Cook and Steve Young to serve three-year terms of office on the Personnel Board of Appeals, as submitted.

Approved Health and Human Services Monthly Child Protection Reports

The Board, by adoption of its Consent Agenda, reviewed and approved Human Services Monthly Child Protection Reports, as submitted.

Approved Health and Human Services Family Child Care Licenses

The Board, by adoption of its Consent Agenda, approved Human Services Family Child Care Licenses, as submitted.

Approved Health and Human Services Family Foster Care Licenses

The Board, by adoption of its Consent Agenda, approved Human Services Family Foster Care Licenses, as submitted.

Approved Health & Human Services Warrant Payment List

The Board, by adoption of its Consent Agenda, received and approved the warrant payment listing submitted by Health & Human Services Department.

Approved Resolution Authorizing Boat & Water Grant Participation

The Board, by adoption of its Consent Agenda, approved the Resolution authorizing the Boat & Water Grant Participation covering January 1, 2012-June 30, 2013, as submitted:

WHEREAS, Beltrami County Sheriff's Office is responsible to patrol the lakes and waterways of the county; and

WHEREAS, Grant dollars are available from the Minnesota Department of Natural Resources through the 2012 Annual County Boat and Water Safety Grant; and

WHEREAS, this grant money is available for reimbursement for the cost of officer patrol hours for salaries and fringe benefits for boating safety patrol activities, maintenance of Buoys and markers, Issuing Permits, Information and Education, Search and Rescue, Rental Boat Inspections, Resort Inspections, supplies and expenses; and

WHEREAS, Beltrami County Sheriff's Office has successfully participated in this grant for several years in the past;

NOW THEREFORE BE IT RESOLVED, that Beltrami County formally agrees to enter into a grant agreement with the State of Minnesota/ Department of Natural Resources, known as the "2012 Annual County Boat and Water Safety Grant."

Approval of Acknowledgement of Public Authority Responsibility with the Red Lake Nation and Bureau of Indian Affairs

The Board, by adoption of its Consent Agenda, approved the signature of the Road Authority Agreement conditioned upon legal review and approval by the County Attorney, as submitted.

Acknowledgement of Public Authority Responsibility

WHEREAS, This Acknowledgement is between Red Lake Nation, Beltrami County, and the Bureau of Indian Affairs.

WHEREAS, the routes in Beltrami County are important to the Red Lake Nation. They serve as access to the Red Lake Reservation and as cultural access roads. The routes under discussion are listed below:

Rte#	Sections	Length	Route Name	Owner	Location
0325	10	2.0	Shotley Rd.(Co. Rd. 108)	Beltrami Co.	T 153 N R 32 W sec 25
0334	10	2	North Shore Trail	Beltrami Co.	T 153 N R 32 W sec 26
0335	10	4	Cty Rd 110	Beltrami Co.	T 153 N R 30 W sec 04
0603	10	21.3	N. Boundary Rd.	Beltrami Co.	T 155 N R 36 W sec 23
0605	10	2.5	N. Shore Rd.	Beltrami Co.	T 155 N R 35 W sec 21
0606	810	3	N. Central Rd.	Beltrami Co.	T 155 N R 34 W sec 22
0612	810	1.0	The Pass Rd.	Beltrami Co.	T 000 N R 00 W sec 00
0613	810	1.3	East Round lake Rd.	Beltrami Co.	T 150 N R 35 W sec 21
0614	820	2.4	West Round lake Rd.	Beltrami Co.	T 150 N R 35 W sec 20
5015	810	2.4	Nebish Rd. (Co. Rd. 15)	Beltrami Co.	T 150 N R 33 W sec 23
0621	10	2.4	Irvine Ave.	Beltrami Co.	T 150N R 33 W sec 23
6047	10	14.0	West Rapid River Rd.	Beltrami Co.	T 156 N R 36 W sec 18
6047	20	8.2	W. Rapid River Rd.	Beltrami Co.	T 156 N R 36 W sec 18
6051	810	1.0	Blue Kettle Road	Beltrami Co.	T 158 N R 36 W sec 05

AND WHEREAS, The routes listed above will continue to be owned and maintained by Beltrami County and be open to the public for travel.

AND WHEREAS, Red Lake Nation has an interest in ensuring that the routes listed are properly maintained and kept in good working condition.

THEREFORE BE IT RESOLVED, Red Lake Nation, Beltrami County, and the Bureau of Indian Affairs agree when funding becomes available for improvements on any of the listed above routes, any of the County's listed roadways becomes an approved project for Red Lake Nation.

BE IT FURTHER RESOLVED, the Tribe will enter a subsequent MOA with the County to jointly determine the type, scope, and limits of improvements that could be considered on the routes owned by Beltrami County.

BE IT FURTHER RESOLVED, the BIA will contract with Red Lake Nation for needed improvements in accordance with 25 CFR 170 under a separate account.

BE IT FURTHER RESOLVED, if needed improvements are made to any of the routes listed above, Beltrami County will continue to own the route and be responsible for maintenance

Appointments to the Park and Trail Advisory Council

The Board, by adoption of its Consent Agenda, approved the appointment of Jim Gallagher (General At-Large), Charles Cole (Parks/Recreation), and Denelle Hilliard (Tourism) to two-year terms on the Beltrami County Park and Trail Advisory Committee, as submitted.

REGULAR AGENDA

Public Hearing and Resolution for Revocation of Ball Park Lane E to the City of Kelliher

County Engineer, Bruce Hasbargen, presented the information and explained that all but one section of Ball Park Lane E is under the jurisdiction of the City of Kelliher and that it would be more appropriate to place the rest of the lane under their jurisdiction rather than that of the Beltrami County Highway Department.

Chairman Fairbanks Opened the Public Hearing.

County Engineer Hasbargen reviewed the maps indicating the location of the road. He explained that the road proposed to be

revoked does not meet the criteria to be included as a County State Aid Highway.

There being no one else expressing a desire to speak to the issue, Chairman Fairbanks closed the Public Hearing.

Resolution for Revocation of a portion of Ball Park Lane E to the City of Kelliher:

WHEREAS: The section of Ball Park Lane referred to is within the city limits of the City of Kelliher.

WHEREAS: The City of Kelliher already has jurisdiction over the rest of Ball Park Lane.

WHEREAS: Beltrami County does not require this section of road in order to maintain the County road system.

WHEREAS: Minnesota Statutes 163.11 provides for the revocation and reversion of road jurisdiction to the city in which it is located.

NOW THEREFORE, BE IT RESOLVED: by the County Board of Commissioners of the County of Beltrami that the following described road shall be and is hereby revoked and shall revert directly to the City of Kelliher, as provided by Minnesota Statutes 163.11, subd. 5:

THAT PART OF BALL PARK LANE E DESCRIBED AS FOLLOWS

All that portion of land lying between the parallel lines 40 feet right and 40 feet left of the following described center line: Beginning at a point 576.5 feet north of the quarter section corner between Sections 35 and 36, Township 152 north, of Range 30 west; thence due east for a distance of 129.5 feet, thence to the right along a 18° curve, intersection angle of 87°00' for a distance of 483.3 feet to the point of tangent; thence on a line south 87°00' east, for a distance of 4 feet to the point of the following described curve; thence to the left along a 20° curve, intersection angle 86°07' for a distance of 430.6 feet to the point of tangent, which is located on the east-west quarter line through Section 36, Township 152 north, of Range 30 west, a distance of 731 feet east of the quarter section corner between Sections 35 and 36, Township 152 north, of Range 30 west. Excepting that portion of the above described land that lies within the limits of the following described property: The 4.86 acres described as follows: commencing at a point 16 ½ feet north and 33 feet east of the quarter section

corner between Sections 35 and 36, Township 152 north, of Range 30 west; thence running north parallel with the section line, 530 feet, thence east 400 feet, thence south 530 feet, thence west 400 feet to the point of beginning.

A motion was made by Commissioner Lucachick and seconded by Commissioner Vene to approve the revocation of a portion of Ball Park Lane E to the City of Kelliher as indicated in the Resolution authorizing the revocation. The motion passed by unanimous vote.

Public Hearing and Resolution for Redistricting Plans of County Commissioner Districts

Auditor/Treasurer, Kay Mack, presented the redistricting plan and Resolution to the Board.

Chairman Fairbanks Opened the Public Hearing.

County Auditor/Treasurer Kay Mack briefly reviewed the impacts of the proposed redistricting of County Commissioner districts. She noted that the proposed map meets the 10 percent rule of having commissioner districts roughly equal in population and the 5 percent rule will require that County Commissioner District 2 will be on the 2012 ballot, along with previously scheduled elections for District 4 and District 5.

There being no one else expressing a desire to speak on the subject, Chairman Fairbanks closed the Public Hearing.

Redistricting Resolution:

WHEREAS, county governments must redistrict county commissioner districts after every census to meet the requirements of Minnesota Statute 204B.135,

WHEREAS, redistricting may take the form of drawing new county commissioner districts or reestablishing existing county commissioner districts.

WHEREAS, current county commissioner district lines, when incorporating the 2010 census as well as adjustments to City of Bemidji Ward lines, fall within the requirements of M S 204B.135,

THEREFORE BE IT RESOLVED that the Beltrami County Board of Commissioners reestablishes the existing county commissioner districts as the official 2012 Redistricting Plan,

BE IT FURTHER RESOLVED that Beltrami County Commissioner Districts 2, 4 and 5 are required to file for election in 2012 for a four year term, with Districts 1 and 3 filing in 2014 for a four year term.

A motion was made by Commissioner Frost and seconded by Commissioner Anderson to approve the 2012 Beltrami County Redistricting Plan and Resolution. The motion passed by unanimous vote.

Authorization to Fill One Full-Time Records Technician Position in Sheriff's Office

Sheriff Hodapp presented the request to fill a full-time Records Technician Position in the Sheriff's Office.

A motion was made by Commissioner Anderson and seconded by Commissioner Frost to approve filling one Full-Time Records Technician Position and any subsequent vacancies that may occur. The motion passed by unanimous vote.

Authorization to Fill One Full-Time Deputy Sheriff Position

Sheriff Hodapp presented the request to fill a full-time Deputy Sheriff Position in the Sheriff's Office.

A motion was made by Commissioner Frost and seconded by Commissioner Lucachick to approve filling one Full-Time Deputy Sheriff Position and any subsequent vacancies that may occur. The motion passed by unanimous vote.

Authorization to Fill One Full-Time Child Protection Social Worker Position

H&HS Director Mary Marchel presented a request to fill one full-time Child Protection Social Worker Position that will be vacated on March 20, 2012. There was a general discussion of the number of child protection cases in the county and trends.

A motion was made by Commissioner Anderson and seconded by Commissioner Frost to approve filling one Full-time Child Protection Social Worker Position. The motion passed by unanimous vote.

Appointment of Scotty Allison as Beltrami County Veteran Service Officer

A motion was made by Commissioner Vene and seconded by Commissioner Lucachick to appoint Scottie Allison to a four-year term of office, the first year serving as a probationary period,

as the Beltrami County Veteran Service Officer. The motion passed by unanimous vote.

Public Hearing: Small Cities Development Program Application for Housing Rehabilitation

Headwaters Redevelopment Commission Community Development Director Tim Flathers shared information pertaining to the Small Cities Development Program. He noted that the program is federal HUD funding administered by the State of Minnesota. Typically, the grant funds are used for low income housing rehabilitation. Mr. Flather proposed that Beltrami County submit a grant application in the amount of approximately \$540,000 for a housing rehabilitation grant for work in the Solway, Wilton, Lammers and Eckles Township.

Chairman Fairbanks Opened the Public Hearing.

Loren Lossing, Kelliher, shared his experienced as a contractor demolishing a government assisted housing rehabilitation project after a small house fire.

There being no one else expressing a desire to speak on the subject, Chairman Fairbanks closed the Public Hearing.

BE IT RESOLVED that Beltrami County act as the legal sponsor for project contained in the Application to be submitted on or before April 12, 2012 and that the County Board Chair is hereby authorized to apply to the Department of Employment and Economic Development for funding of this project on behalf of Beltrami County.

BE IT FURTHER RESOLVED that Beltrami County has the legal authority to apply for financial assistance, and the institutional, managerial, and financial capability to ensure adequate construction, operation, maintenance and replacement of the proposed project for its design life.

BE IT FURTHER RESOLVED that Beltrami County has not incurred any costs, has not entered into any written agreements to purchase property.

BE IT FURTHER RESOLVED that Beltrami County has not violated any Federal, State, or local laws pertaining to fraud, bribery, graft, kickbacks, collusion, conflict of interest or other unlawful or corrupt practice.

BE IT FURTHER RESOLVED that upon approval of its application by the State, Beltrami County may enter into an agreement with the

State of Minnesota for the above-referenced project, and that Beltrami County certifies that it will comply with all applicable laws and regulations as stated in the contract agreement.

NOW, THEREFORE BE IT RESOLVED that the County Board Chair, a County Commissioner, and the County Administrator are hereby authorized to execute such agreements as are necessary to implement the project on behalf of the applicant.

A motion was made by Commissioner Frost and seconded by Commissioner Anderson to approve the Small Cities Development grant Resolution. The motion passed by unanimous vote.

COMMISSIONERS' BUSINESS

Legislative/Lobbying Issues

Commissioner Vene shared the good news that \$250,000 had been included in the House bonding bill for predesign work on the Northern Minnesota Veterans Home.

Commissioners' Reports

Commissioner Vene noted that the AMC Legislative Committee will be held on March 21st and 22nd in St. Paul.

Commissioner Frost shared a constituent concern regarding the results of the MN-DOT speed study and the posted speed limit on 15th Street in Bemidji.

Review Upcoming Meeting Schedule

A joint meeting with the Bemidji School District will be held on Monday, March 26, 2012, at 5:00 pm in the Board Room of the County Administration Building. Next regular meeting of the County Board will be April 3, 2012, in the Board Room of the County Administration Building.

MEETING ADJOURNMENT

A motion to adjourn the Board meeting at 6:02 p.m. was made by Commissioner Vene, seconded by Commissioner Lucachick, and unanimously carried.

Quentin Fairbanks, Chair

Tony Murphy, County Administrator

**TRANSCRIPT OF THE PROCEEDINGS
OF THE BELTRAMI COUNTY BOARD OF COMMISSIONERS
April 3, 2012**

The Beltrami County Board of Commissioners met in regular session on April 3, 2012, at the County Board Room, County Administration Building, Bemidji, Minnesota.

CALL TO ORDER, ROLL CALL AND PLEDGE OF ALLEGIANCE

Chair Quentin Fairbanks called the meeting to order at 5:00 p.m. Commissioners Jack Frost, Joe Vene, Jim Lucachick and Richard Anderson were present.

GENERAL COMMENTS - BOARD CHAIR

None.

CITIZENS ADDRESSING THE BOARD

Sue Safstrom, a resident of Eckles Township, addressed the Board with her concerns for the Board's practice of allowing County employees to resign from their positions when there are questions relating to their performing of the duties required of that position. Her opinion is that the issues should be dealt with openly and corrected.

APPROVAL OF AGENDA

The following amendment was made to the Consent Agenda:

- Highway Bids awards and amounts were added to the approval of the Highway Project Bid Awards

GENERAL BUSINESS

Approved Agenda and Amendments

A motion to approve the Agenda and Amendments was made by Commissioner Vene, seconded by Commissioner Anderson, and unanimously carried.

Approved Consent Agenda

A motion to approve the Consent Agenda was made by Commissioner Anderson, seconded by Commissioner Frost, and unanimously carried.

CONSENT ITEMS

Approved Minutes

The Board, by adoption of its Consent Agenda, approved the Minutes of the Board of Commissioners Work Meeting held March

20, 2012, and the Minutes of the Board of Commissioners Regular Meeting held March 20, 2012, as submitted.

Approved Auditor/Treasurer Warrant Payment Listing

The Board, by adoption of its Consent Agenda, received and approved the warrant payment listing submitted by the Auditor/Treasurer's Office.

Approved Payment of Auditor/Treasurer Bills

The Board, by adoption of its Consent Agenda, approved payment of Auditor/Treasurer bills, as submitted.

Approved Resolution for Snowmobile Trail Permits

The Board, by adoption of its Consent Agenda, approved the Resolution for Snowmobile Trail Permits:

Whereas, Beltrami County acts as sponsor for Grant In Aid trails and provides for maintenance and use of snowmobile and OHV trails in Beltrami County, and

Whereas, the Minnesota Department of Transportation maintains jurisdiction over Trunk Highway right of ways:

Whereas the Beltrami County Board wishes to enter into a permit with the Minnesota Department of Transportation providing for limited use of certain right of way on Trunk Highways located in Beltrami County,

THEREFORE BE IT RESOLVED that the Beltrami County Board does hereby authorize the county to enter into a permit with the Commissioner of Transportation of the State of Minnesota providing for the limited use, under the terms and conditions set forth therein, of certain right of way of trunk highways.

BE IT FURTHER RESOLVED that the Beltrami County Board does hereby authorize the Board Chair and County Auditor to sign any and all documents associated with the limited use permit.

Approved On-Sale Seasonal Liquor License for Kitchi Landing Resort

The Board, by adoption of its Consent Agenda, approved the On-Sale Seasonal Liquor License for Kitchi Landing Recort in Moose Lake Township, as submitted.

Approved Purchase of Trail Grooming Equipment

The Board, by adoption of its Consent Agenda, approved the purchase of a tractor and grooming attachments at a cost of \$116,488.44 from Holte Implement of Baudette, MN to be used by

Lost River Tails Snowmobile Club, bid through the state contract.

Approved Out-of-State Training for Sheriff's Deputy

The Board, by adoption of its Consent Agenda, approved Out-of-State training for Deputy Scott Wherley to attend Lifesavers Conference in Orlando, FL, as submitted.

Approved Highway Project Bid Awards

The Board, by adoption of its Consent Agenda, approved bid awards to the lowest responsible bidders on the following projects:

CP 004-012-002 Dust Control to EnviroTech Services Inc of Greeley, CO, in the amount of \$861,113.00.

SAP 004-648-002 & 029-603-010, Beltrami CSAH 48/Hubbard CSAH3 to Knife River Materials Inc. of Bemidji, MN, in the amount of \$809,551.96.

Approved Waiver Services Contract with the State of Minnesota

The Board, by adoption of its Consent Agenda, approved the Waiver Services Contract with the State of Minnesota for state operated adult foster care homes, as submitted.

Approved Health & Human Services Warrant Payment List

The Board, by adoption of its Consent Agenda, received and approved the warrant payment listing submitted by Health & Human Services Department.

REGULAR AGENDA

Fill One Full-Time Communications Officer Position

Sheriff Phil Hodapp, presented a request to fill one full time Communications Officer position with a current part time employee and then fill the resulting part time position with an external job posting.

A motion was made by Commissioner Frost, and seconded by Commissioner Anderson, to fill one full-time Communications Officer Position by internal promotion of a part-time position and post externally to fill the part-time Communications Officer position prior to the retirement of the current full time Communications Officer. Unanimously carried.

Fill One Full-Time Highway Maintenance III Position

Highway Engineer, Bruce Hasbargen, presented the request to fill a vacancies for a Maintenance III position in the Grygla shop location.

A motion was made by Commissioner Lucachick, and seconded by Commissioner Vene, to fill one full-time Maintenance III Position in the Grygla shop and any subsequent vacancies that may occur. Unanimously carried.

2012 Resident Survey

Administrator Tony Murphy, presented a written proposal from the National Research Center to conduct a 2012 resident perception survey to continue the process of tracking citizen perception changes over time in the County.

A motion was made by Commissioner Frost to conduct a 2012 resident perception survey. There was no second for the motion; motion expired.

A motion was made by Commissioner Lucachick and seconded by Commissioner Vene to conduct the Citizen Perception Survey on a 2-year basis, with the next survey to be conducted in 2013. Carried 3/1 vote. Lucachick, Vene and Anderson: Yes. Frost: No.

Acceptance of Resignation of Beltrami County Administrator

County Administrator, Tony Murphy has submitted a letter of resignation to the County Board with a last day of employment of May 1, 2012.

A motion was made by Commissioner Vene, and seconded by Commissioner Anderson, to accept the letter of resignation from County Administrator, Tony Murphy. Unanimously carried.

Commissioners commented on their aspiration to see Mr. Murphy succeed in the future and their thanks and gratitude for the work and accomplishments he has made at Beltrami County.

Commissioners discussed on how to proceed to the next phase of hiring a new County Administrator and continuing business smoothly over the next few months.

A motion was made by Commissioner Lucachick and seconded by Commissioner Vene to request the Human Resources Director, Linda Tran, to begin the process of gathering information and developing options as to how the County may proceed with the hiring process for a new County Administrator and present her

finding at the April 17, 2012 Work Session meeting. Unanimously carried.

A motion was made by Commissioner Lucachick and seconded by Commissioner Vene to appoint Auditor/Treasurer, Kay Mack as the interim Administrator beginning May 1, 2012. Ms. Mack will also make recommendations to the Board as to how to proceed with daily operations of County business during the interim period. Unanimously carried.

COMMISSIONERS' BUSINESS

Legislative/Lobbying Issues

- Commissioner Vene updated the Board on a public forum to be held on Thursday, April 11 in the County Boardroom conducted by Representative Persell discussing legislative issues.
- Commissioner Vene reported on the progress of the bonding bill for the veterans home.

Commissioners' Reports

- Commissioner Lucachick requested clarification as to how many acres the Three Island Park actually contains. Attorney Faver will get that information.

Review Upcoming Meeting Schedule

Next regular meeting of the County Board will be April 17, 2012, in the Board Room of the County Administration Building.

MEETING ADJOURNMENT

A motion to adjourn the Board meeting at 5:42 p.m. was made by Commissioner Anderson, seconded by Commissioner Frost, and unanimously carried.

Quentin Fairbanks, Chair

Tony Murphy, County Administrator

**TRANSCRIPT OF THE PROCEEDINGS
OF THE BELTRAMI COUNTY BOARD OF COMMISSIONERS
April 17, 2012**

The Beltrami County Board of Commissioners met in regular session on April 17, 2012, at the County Board Room, County Administration Building, Bemidji, Minnesota.

CALL TO ORDER, ROLL CALL AND PLEDGE OF ALLEGIANCE

Chair Quentin Fairbanks called the meeting to order at 5:03 p.m. Commissioners Jack Frost, Joe Vene, Jim Lucachick and Richard Anderson were present.

GENERAL COMMENTS - BOARD CHAIR

None.

CITIZENS ADDRESSING THE BOARD

None.

APPROVAL OF AGENDA

The following item was added to the Consent Agenda:

- Approval of 2012 Giziibii Membership

GENERAL BUSINESS

Approved Agenda and Amendments

A motion to approve the Agenda and Amendments was made by Commissioner Vene, seconded by Commissioner Anderson, and unanimously carried.

Approved Consent Agenda

A motion to approve the Consent Agenda was made by Commissioner Frost, seconded by Commissioner Anderson, and unanimously carried.

CONSENT ITEMS

Approved Minutes

The Board, by adoption of its Consent Agenda, approved the Minutes of the Board of Commissioners Regular Meeting held April 3 2012, as submitted. No Board of Commissioners Work Session was held.

Approved Auditor/Treasurer Warrant Payment Listing

The Board, by adoption of its Consent Agenda, received and approved the warrant payment listing submitted by the Auditor/Treasurer's Office.

Approved Payment of Auditor/Treasurer Bills

The Board, by adoption of its Consent Agenda, approved payment of Auditor/Treasurer bills, as submitted.

Approved Letter of Support for LCCMR Grant

The Board, by adoption of its Consent Agenda, approved the letter of support for "Realizing Our Forests Full Potential Through Inventory" grant application to the Legislative-Citizen Commission on Minnesota Resources (LCCMR), as submitted.

Approved Federal Boating Safety Supplement Resolution and Grant Agreement

The Board, by adoption of its Consent Agenda, approved the Resolution to enter an agreement with MN/DNR "2012" Federal Boating Safety Supplemental Grant":

WHEREAS, Beltrami County Sheriff's Office is responsible to patrol the lakes and waterways of the county; and

WHEREAS, Grant dollars are available from the Minnesota Department of Natural Resources through the 2012 Federal Boating Safety Grant; and

WHEREAS, this grant money is available for reimbursement for the cost of patrol hours related to boating safety enforcement, patrolling, buoy deployment etc.; and

WHEREAS, Beltrami County Sheriff's Office has successfully participated in this grant for several years in the past;

NOW THEREFORE BE IT RESOLVED, that Beltrami County formally agrees to enter into a grant agreement with the State of Minnesota/ Department of Natural Resources, known as the "2012 Federal Boating Safety Supplemental Grant."

Approved Health and Human Services Monthly Child Protection Reports

The Board, by adoption of its Consent Agenda, reviewed and approved Human Services Monthly Child Protection Reports, as submitted.

Approved Health and Human Services Family Child Care Licenses

The Board, by adoption of its Consent Agenda, approved Human Services Family Child Care Licenses, as submitted.

Approved Health & Human Services Warrant Payment List

The Board, by adoption of its Consent Agenda, received and approved the warrant payment listing submitted by Health & Human Services Department.

Approved 2012 Giziibii Membership

The Board, by adoption of its Consent Agenda, approved the 2012 Giziibii membership for Beltrami County in the amount of \$300.00.

REGULAR AGENDA

Highway Engineer to Attend 5th International Conference on "Sustainability of Road Infrastructures"

As a member of the MN Local Road Research Board, Highway Engineer, Bruce Hasbargen has been invited to attend the 5th International Conference on "Sustainability of Road Infrastructures" in Rome, Italy on October 29-31, 2012.

A motion was made by Commissioner Anderson, and seconded by Commissioner Frost, to approve Highway Engineer, Bruce Hasbargen, attendance to the 5th International Conference on "Sustainability of Road Infrastructures" on October 29-31, 2012 in Rome, Italy at no cost to Beltrami County. Unanimously carried.

Fill One Part-Time Land Records Office Support Specialist Position

GIS Director, Jane Mueller, presented a request to fill a part-time Land Records Office Support position vacancy.

A motion was made by Commissioner Vene, and seconded by Commissioner Lucachick, to fill One Part-Time Land Records Office Support Specialist Position. Unanimously carried.

Fill One Full-Time PHN or RN Position

Nursing Services Director, Linda Yourczek, presented a request to fill one full-time PHN/RN Position to provide home care services to families and individuals.

A motion was made by Commissioner Anderson, and seconded by Commissioner Vene, to Fill One Full-Time PHN or RN Position. Unanimously carried.

Fill One Full-Time Case Aide Position

Nursing Services Director, Linda Yourczek, presented a request to fill one full-time Case Aide Position.

A motion was made by Commissioner Lucachick, and seconded by Commissioner Vene, to fill One Full-Time Case Aide Position. Unanimously carried.

Fill One Full-Time Office Support Specialist Position

Finance Division Director, Deb Steigauf, presented a request to fill one full-time Office Support Specialist Position.

A motion was made by Commissioner Vene, and seconded by Commissioner Lucachick, to fill one Full-Time Office Support Specialist Position. Unanimously carried.

Fill One Full-Time Account Technician II Position

Finance Division Director, Deb Steigauf, presented a request to fill one full-time Account Technician II Position.

A motion was made by Commissioner Anderson, and seconded by Commissioner Frost, to fill one Full-Time Account Technician II Position. Unanimously carried.

Fill One Full-Time Custodial Position

Facilities Management Director, Steve Shadrick, presented a request to fill one full-time Custodial Position.

A motion was made by Commissioner Frost, and seconded by Commissioner Anderson, to fill one Full-Time Custodial Position. Unanimously carried.

Annex Restroom Remodel

Facilities Management Director, Steve Shadrick, presented the preliminary future annex restroom floor plan designed by MJ Architectural Studios, Inc. Mr. Shadrick is requesting authorization to accept design work and proceed with bidding process.

A motion was made by Commissioner Lucachick, and seconded by Commissioner Anderson, to approve the design services bid of \$2,300.00 and preliminary Annex Restroom Floor Plan presented by MJ Architectural Studios, Inc. and proceed with the bidding process. Unanimously carried.

COMMISSIONERS' BUSINESS

Legislative/Lobbying Issues

- Commissioner Vene reported no news or progress at legislative level on veterans home project.
- Commissioner Frost gave an update on the MCOA conference in Rochester, MN.

Commissioners' Reports

- Commissioner Lucachick reported on local airport negotiations.
- Commissioner Lucachick reported on JEDC meeting. Commissioner Fairbanks will attend the upcoming meeting.
- Commissioner Vene gave positive feedback on new Veterans Service Officer, Scotty Allison.

Review Upcoming Meeting Schedule

Next regular meeting of the County Board will be May 1, 2012, in the Board Room of the County Administration Building.

MEETING ADJOURNMENT

A motion to adjourn the Board meeting at 5:29 p.m. was made by Commissioner Lucachick, seconded by Commissioner Frost, and unanimously carried.

Quentin Fairbanks, Chair

Tony Murphy, County Administrator

**TRANSCRIPT OF THE PROCEEDINGS
OF THE BELTRAMI COUNTY BOARD OF COMMISSIONERS
May 1, 2012**

The Beltrami County Board of Commissioners met in regular session on May 1, 2012, at the County Board Room, County Administration Building, Bemidji, Minnesota.

CALL TO ORDER, ROLL CALL AND PLEDGE OF ALLEGIANCE

Chair Quentin Fairbanks called the meeting to order at 5:02 p.m. Commissioners Jack Frost, Joe Vene, Jim Lucachick and Richard Anderson were present.

GENERAL COMMENTS - BOARD CHAIR

None.

CITIZENS ADDRESSING THE BOARD

Dennis Berglund, Bemidji area resident addressed the board with a wetland issue he has been working on and trying to resolve on his property through the Environmental Services Department. Mr. Berglund cited his issues and attempts at resolution with the Environmental Services Office dating back to 2009. Mr. Berglund is seeking any kind of assistance in resolving the issues on his property.

Commissioner Lucachick volunteered to investigate the situation and provide mediation between the land owner and the Environmental Services Department.

APPROVAL OF AGENDA

The following item was added to the Consent Agenda:

- Approval to provide \$2,000 Grant from ConCon funds for Beaver Control

GENERAL BUSINESS

Approved Agenda and Amendments

A motion to approve the Agenda and Amendments was made by Commissioner Vene, seconded by Commissioner Frost, and unanimously carried.

Approved Consent Agenda

A motion to approve the Consent Agenda was made by Commissioner Anderson, seconded by Commissioner Lucachick, and unanimously carried.

CONSENT ITEMS

Approved Minutes

The Board, by adoption of its Consent Agenda, approved the Minutes of the Board of Commissioners Work Meeting held April 17, 2012, the Minutes of the Board of Commissioners Regular Meeting held April 17, 2012, and the Minutes of the Special Meeting held on April 25, 2012, as submitted.

Approved Auditor/Treasurer Warrant Payment Listing

The Board, by adoption of its Consent Agenda, received and approved the warrant payment listing submitted by the Auditor/Treasurer's Office.

Approved Payment of Auditor/Treasurer Bills

The Board, by adoption of its Consent Agenda, approved payment of Auditor/Treasurer bills, as submitted.

Approved Trail Assistance Capital Improvement Projects Resolution for North Country Snowmobile Club Grant Applications to MN/DNR

The Board, by adoption of its Consent Agenda, approved the Resolution for Trail Assistance Capital Improvement Projects for North Country Snowmobile Club Grant Applications to the MN/DNR:

WHEREAS, North Country Snowmobile Club provides recreational trail maintenance in Beltrami County,

WHEREAS, the North Country Snowmobile Club has identified capital improvement projects:

School Craft Reroute	\$2,938
Little Mississippi Bridge	\$3,276
Rail Road Grade Rehab	\$6,500
Debs Trail Rehabilitation	\$1,482

NOW, THEREFORE, BE IT RESOLVED, that the County Board of the County of Beltrami authorizes sponsorship of and approves application for any Capital Improvement Project Grant and further agrees to act as fiscal agent for the grant.

BE IT FURTHER RESOLVED, that upon notification of grant award, the Beltrami County Board will accept the grant with the standard state conditions and will support the work of the North Country Snowmobile Club in completing the stated projects.

Approved Trail Assistance Capital Improvement Projects
Resolution for Future Snowmobile and Ski Club Grant Applications
to MN/DNR

The Board, by adoption of its Consent Agenda, approved the Resolution for Future Snowmobile and Ski Club Projects for Grant Application to the MN/DNR:

WHEREAS, Multiple Snowmobile and Ski Clubs provide recreational trail maintenance in different areas of Beltrami County,

WHEREAS, the clubs will identify capital improvement projects, with the intent of applying for Trail Assistance Program Capital Improvement Project grants,

NOW, THEREFORE, BE IT RESOLVED, that the County Board of the County of Beltrami authorizes sponsorship of and approves application for any Capital Improvement Project Grant and further agrees to act as fiscal agent for the grant.

BE IT FURTHER RESOLVED, that upon notification of grant award, the Beltrami County Board will accept the grant with the standard state conditions and will support the work of the Clubs for which we serve as Sponsor in trail maintenance in completing the stated projects.

Approved Fire Protection Agreement with City of Grygla

The Board, by adoption of its Consent Agenda, approved the agreement for Fire Protection with the City of Grygla for one year ending March 31, 2013, for the unorganized townships of Big Grass and Northwood. Also approved combining four unorganized townships; Winner, Yale, Township 157 Range 36 and Township 157 Range 37 into one contract, as submitted.

Approved NW Beltrami County Entry Cost Assistance Program Policy and Procedure Changes

The Board, by adoption of its Consent Agenda, approved recommended changes to the NW Beltrami Entry Cost Assistance Program policies and procedures and authorizes the Beltrami Housing and Redevelopment Authority to administer the program, as submitted.

Approved 2012 Agricultural Leases

The Board, by adoption of its Consent Agenda, approved thirteen 2012 agricultural leases, as submitted.

Approved Highway Contract Bid Award on Projects CP-004-012-005 and CP-004-012-004

The Board, by adoption of its Consent Agenda, approved Contract awards to the lowest responsible bidders as follows:

Project CP-004-012-005 - Aggregate Surfacing and Shouldering County Wide to Mark Sand & Gravel Co. of Fergus Falls, MN in the amount of \$924,539.95.

Project CP-00r-012-004 - Pavement Markings to AAA Striping Services Company of St. Michael, MN in the amount of \$103,582.65.

Approved DOC Work Release Contract

The Board, by adoption of its Consent Agenda, approved renewal of the Joint Powers Agreement with the MN Dept. of Corrections for boarding of inmates in the DOC Work Release program for fiscal year 2013, as submitted.

Approved Health & Human Services Warrant Payment List

The Board, by adoption of its Consent Agenda, received and approved the warrant payment listing submitted by Health & Human Services Department.

Approved \$2,000 Grant from ConCon Funds for Beaver Control

The Board, by adoption of its Consent Agenda, approved a \$2,000 from ConCon Funds to provide beaver control in the washish area.

REGULAR AGENDA

Fill One Full-Time In-Home Skills Provider Position

Health & Human Services Social Services Division Director, Diane Boben, presented the request to fill one full-time In-Home Skills Provider Position created by the promotion of an employee.

A motion was made by Commissioner Anderson, and seconded by Commissioner Lucachick, to fill one full-time In-Home Skills Provider Position. Unanimously carried.

MN GreenCorps Letter of Support

Facilities Manager, Steve Shadrick, introduced Ericka Johnson from Bemidji State University, and Bret Cease, of GreenCorp. Ms. Johnson explained the MN GreenCorps Green Living Project that Bemidji State University, as the program host, has invited Beltrami County to participate in. BSU is requesting a "letter of support" from Beltrami County to include with their application to MN GreenCorps to become the host site for MN GreenCorps members for the 2012-2013 program year.

A motion was made by Commissioner Vene, and seconded by Commissioner Frost, to approve a letter of support to the Bemidji State University for participation in the MN GreenCorps Green Living Project. Unanimously carried.

Beltrami County Citizen Lake Monitoring Program Proposal

Environmental Services Director, Bill Patnaude, presented the Beltrami County Citizen Lake Monitoring Program Proposal prepared by the Resource Excellence Program.

The Resource Excellence Team Program is proposing to implement an aggressive surface water quality sampling program that will accelerate the high priority issue identified in the Beltrami County Comprehensive Local Water Management Plan. The request is that \$20,000 per year be allocated to the Environmental Services Department to implement and continue work on this project.

A motion was made by Commissioner Lucachick, and seconded by Commissioner Anderson, to approve implementation of the Citizen Lake Monitoring Program and provide the \$20,000 to the annual budget for Environmental Services.

Aaron Chirpich and Ryan Zemek from the HRDC stepped up at this point to discuss the involvement of the HRDC, along with BSU and Greater Bemidji, in the 'grander vision' that begins with the Beltrami County Citizen Lake Monitoring Program and the development of the lab at BSU. Mr. Chirpich and Mr. Zemek requested that the Board provide a one time contribution of \$10,000 to pursue the development of the Water Resource Institute Study. Funds are also being requested from other potential partners in the project.

A motion was made by Commissioner Frost and seconded by Commissioner Anderson, to provide a one-time grant of \$10,000 to the HRDC for the Water Resource Institute Study. Unanimously carried.

Appoint County Administrator Selection Committee

A committee to work with Springsted Incorporated in the recruitment process to fill the County Administrator Position was discussed.

A motion was made by Commissioner Frost and seconded by Commissioner Anderson to appoint Commissioners Anderson and Vene, HR Director Linda Tran, Interim Administrator Kay Mack and (as needed) Attorney Tim Faver, to the committee. Roll call vote was: YES - Commissioners Anderson, Frost. NO - Commissioner Lucachick Abstaining - Commissioner Vene. Motion failed.

A motion was made by Commissioner Anderson and seconded by Commissioner Frost to appoint Commissioners Vene and Frost, HR Director Linda Tran, Interim Administrator Kay Mack and (as needed) Attorney Tim Faver, to the committee. Roll call vote was: YES - Commissioners Anderson, Frost. NO - Commissioner Lucachick Abstaining - Commissioner Vene. Motion failed.

A motion was made by Commissioner Frost and seconded by Commissioner Anderson to appoint Commissioners Lucachick and Vene, HR Director Linda Tran, Interim Administrator Kay Mack and (as needed) Attorney Tim Faver, to the committee. Roll call vote was: YES - Commissioners Anderson, Frost and Lucachick. Abstaining - Commissioner Vene. Motion carried.

COMMISSIONERS' BUSINESS

Legislative/Lobbying Issues

- Commissioner Vene gave an AMC update relating to an action of the legislature on the MAGIC (MN Accountable Government Innovation and Collaboration) Act.

Commissioners' Reports

- Commissioner Frost reported on the township officers meeting. Noxious Weeds were discussed and Mr. Frost inquired as to the status of Beltrami County Policy on noxious weeds.

Review Upcoming Meeting Schedule

Next regular meeting of the County Board will be May 15, 2012, in the Board Room of the County Administration Building.

MEETING ADJOURNMENT

A motion to adjourn the Board meeting at 6:12 p.m. was made by Commissioner Frost, seconded by Commissioner Anderson, and unanimously carried.

Quentin Fairbanks, Chair

Kay Mack, Interim County Administrator

**TRANSCRIPT OF THE PROCEEDINGS
OF THE BELTRAMI COUNTY BOARD OF COMMISSIONERS
May 15, 2012**

The Beltrami County Board of Commissioners met in regular session on May 15, 2012, at the County Board Room, County Administration Building, Bemidji, Minnesota.

CALL TO ORDER, ROLL CALL AND PLEDGE OF ALLEGIANCE

Chair Quentin Fairbanks called the meeting to order at 5:00 p.m. Commissioners Jack Frost, Joe Vene, Jim Lucachick and Richard Anderson were present.

GENERAL COMMENTS - BOARD CHAIR

None.

CITIZENS ADDRESSING THE BOARD

None.

APPROVAL OF AGENDA

The following items were added to the Consent Agenda:

- Approval to Revise Land Sale Resolution
- Approval to adopt Revised Land Asset Management Policy
- Approval to Appoint Richard Anderson to BASC Board
- Approval of Resolution to add Deputy to PERA Police and Fire Plan

The following item was removed from the Regular Agenda:

- Correctional Healthcare Contract

GENERAL BUSINESS

Approved Agenda and Amendments

A motion to approve the Agenda and Amendments was made by Commissioner Vene, seconded by Commissioner Lucachick, and unanimously carried.

Approved Consent Agenda

A motion to approve the Consent Agenda was made by Commissioner Frost, seconded by Commissioner Anderson, and unanimously carried.

CONSENT ITEMS

Approved Minutes

The Board, by adoption of its Consent Agenda, approved the Minutes of the Board of Commissioners Work Meeting held May 1, 2012, and the Minutes of the Board of Commissioners Regular Meeting held May 1, 2012, as submitted.

Approved Auditor/Treasurer Warrant Payment Listing

The Board, by adoption of its Consent Agenda, received and approved the warrant payment listing submitted by the Auditor/Treasurer's Office.

Approved Payment of Auditor/Treasurer Bills

The Board, by adoption of its Consent Agenda, approved payment of Auditor/Treasurer bills, as submitted.

Approved DOC Letter of Support for "Smart Probation"

The Board, by adoption of its Consent Agenda, approved the letter of support to the Department of Corrections for their application for a "Smart Probation: Reducing Prison Populations, Saving Money, and Creating Safer Communities" grant which would access federal dollars.

Approved Soo Line Grant-in-Aid ATV Trail Resolution

The Board, by adoption of its Consent Agenda, approved the Soo Line Grant-in-Aid ATV Trail Resolution:

Whereas, the Beltrami County Board adopted the Beltrami County Recreational Facilities Plan (Plan) on January 8, 2008 and,

Whereas, the Plan identifies the need for an area with a formal and signed ATV/multiple-use trail system and,

Whereas: Beltrami County supports the application for Grant-in-Aid funding for ATV Trails operated as the Soo Line Trail and designated loop trails and,

Whereas: Beltrami County would enter into a grant agreement with the State for this trail funding and will serve as fiscal agent and,

Therefore, Be It Resolved that Beltrami County endorses an application made by the Northwoods Riders OHV Club to the Parks and Trails Division of the Minnesota Department of Natural Resources for Grant in Aid Funding.

Approved Beltrami Electric Utility Easements

The Board, by adoption of its Consent Agenda, approved the Beltrami Electric Utility Easements to cross County managed land, as submitted.

Approved Tax Forfeited Land Sale Resolution

The Board, by adoption of its Consent Agenda, approved the Tax Forfeited Land Sale Resolution as revised; removing parcel 80.02394.00:

WHEREAS, Chapter 282.01 to 282.12, Minnesota Statutes 1941, as amended, provides for the classification and sale of such lands forfeited to the State for delinquent taxes, and whereas such classification has been made by the County Board and the classification and sale have been reviewed by the Town Board of the town or by the governing body of the municipality in which they lie in so far as the lands located within said town or municipality are concerned; and,

WHEREAS, The County Board will provide appraisal of such lands as provided by law, and a list of such lands will be filed with the County Auditor for the purpose of offering such lands for sale at not less than their appraised value; and,

WHEREAS, Said parcels have been approved for sale by the Minnesota Department of Natural Resources, Beltrami Sale Review No. 04-11-02; and,

WHEREAS, Parcels that have been offered and not sold at previous land sales, and,

WHEREAS, The County Board is by law designated with authority to provide for the sale of such lands on terms and whereas the County Board has considered the advisability of selling on terms and has considered the accessibility of such lands, their proximity to existing public improvements and the effect of their sale and occupancy on the public burdens; and,

NOW, THEREFORE, BE IT RESOLVED, Those parcels shall be sold on the following terms, to-wit: That all sales shall be paid in full in cash within three business days of the auction. Special assessments and the appraised price of any standing timber or timber products must be paid for in cash within three business days of the auction; in the case any parcel of land bearing standing timber or timber products is sold at auction for more than the appraised value, the amount bid in excess of the appraised value shall be allocated between the land and the timber in proportion to the respective original appraised values thereof.

BE IT FURTHER RESOLVED, That all purchasers of land shall pay 3 percent surcharge of the total sale price to be paid into the state assurance account as provided by Chapter 383, Laws of

1969, a state deed fee of \$25.00, a deed filing fee of \$46.00, and a state deed tax equal to the greater of \$1.65 or 0.33% of the basic sale price.

BE IT FURTHER RESOLVED, That where any lands herein offered for sale do not adjoin or are not located on a suitable legally established and maintained public highway or road, the township wherein said lands may be located, nor any other municipality shall not for a period of five years be obligated to the establishment, construction or additional maintenance of any public roads or the expenditure of any public funds for the benefit of the owner or occupant of any lands herein purchased by reason of the ownership or occupancy of any of this land; provided further, that nothing herein shall be construed to create any obligation, directly or indirectly, on the part of any municipality for the expenditure of any money for the benefit of said parcel after the expiration of said five-year period. Responsibility for determining boundary lines of parcels purchased rests with the purchaser.

BE IT FURTHER RESOLVED, That the right is reserved in the interest of the public to withdraw from sale, any parcel, at any time prior to its sale.

BE IT FURTHER RESOLVED, That all lands sold hereunder are sold subject to any ordinances adopted by the County Board, and all lands are sold subject to railroad and highway easements, power and pipeline easements and subject to all flowage rights, and

BE IT FURTHER RESOLVED, That a notice of sale of such lands to be given by publication in the official newspaper of the County, as provided by law, that the County Auditor of Beltrami County offer such parcels of land for sale in the order in which they appear in said notice of sale and that such sales to be to the highest bidder, but not for less than the appraised value and that such sale shall be held on July 27, 2012.

Lands for Sale						
Parcel Number	Description, township and comments/notes			Appraisal and Special Assessments	Comm District	
03.01075.00	Outlot A Putter Park Olympic Hills Estates Sec Twp Rng 11 146 33			Bemidji Township 3.4 deeded acres	Before assessments: 0 Appraised: \$1,000 After assessments: Total: \$1,000	Anderson
03.00454.00	N 10 rods of S 20 rods of E 16 rods of SE¼ of NW¼ Sec Twp Rng 23 146 33			Bemidji Township 1 deeded acre	Before assessments: 0 Appraised: \$500 After assessments: 0 Total: \$500	Anderson

Lands for Sale				
Parcel Number	Description, township and comments/notes		Appraisal and Special Assessments	Comm District
08.00112.01	E 764' of S½ of SE¼ of NE¼ less E 264' Sec Twp Rng 09 146 30	Unorganized Brook Lake Consider combining with 08.00114.00	Before assessments: \$453.31 Appraised: \$1,000 After assessments: \$4,794.29 Total: \$5,794.29	Frost
08.00114.00	E 264' of S 330' of SE¼ of NE¼ less E 50' Less S 330' Sec Twp Rng 09 146 30	Unorganized Brook Lake township Beltrami County owned 2 acres	Before assessments: 0 Appraised: \$500 After assessments: 0 Total: \$500	Frost
10.00215.00	Lot 2 W of N & S ¼ line Sec Twp Rng 20 151 31	Cormant Township 1.41 acres	Before assessments: 0 Appraised: \$100 After assessments: 0 Total: \$100	Fairbanks
11.00160.00	Part of Lot 3 beg on S line of LT 3 direct W of RY running TH W 14.5 rods, N 18 rods E to RY, thence S'rly along RY to beg Sec Twp Rng 32 149 33	Durand Township 2.23 acres	Before assessments: 0 Appraised: \$500 After assessments: 0 Total: \$500	Anderson
11.00238.00	Lot 011 Block 001 and Lot 12 Puposky Sec Twp Rng 32 149 33	Durand Township .32 acre	Before assessments: 0 Appraised: \$100 After assessments: 0 Total: \$100	Anderson
14.00002.00	Sec Twp. Rng 01 146 32 PART OF LOT 1 DESC AS FOLLOWS: BEG AT PT ON E LINE OF LOT 1 WHICH PT IS 200' S OF NE CORNER THEREOF, THENCE RUNNING N200' TO NE CORNER, THENCE W350', THENCE S ON LINE PARALLEL TO E LINE OF LOT 1 100' THENCE SE'RLY TO BEG	Frohn Township	Before assessments: 0 Appraised: \$200 After assessments: 0 Total: \$200	Frost
14.00413.00	S½ of SW¼ of SE¼ less parcels 414-420 Sec Twp Rng 22 146 32	Frohn Township Township has zoning .12 acre	Before assessments: 0 Appraised: \$100 After assessments: 0 Total: \$100	Frost
15.00657.01	Lot 002 Block 001 Mattison Addition 1.15 acres N 273' as measured parallel to N boundary of said Lot 2 Sec Twp Rng 01 146 34	Grant Valley 1.15 acres	Before assessments: \$240 Appraised: \$500 After assessments: 0 Total: \$500	Anderson
30.00259.00	S ½ of NW¼ of NW¼ Sec Twp Rng 23 150 33	Nebish Township 20 acres; mostly wetlands per Assessor's office	Before assessments: 0 Appraised: \$500 After assessments: 0 Total: \$500	Anderson
46.00165.00	SE¼ of SW¼ of SW¼ Sec Twp Rng 12 146 31	Ten Lake Township 10 deeded acres Ten Lake Township has zoning	Before assessments: 0 Appraised: \$1,000 After assessments: 0 Total: \$1,000	Frost
46.00368.02	Part of Lot 3 desc as follows: comm. At SW corner of Lot 3 thence on an assumed brg of N0°11'20" W along W line of Lot 3 a dis of 936.08' to pt of beg of parcel thence N48°38'14" E a dis of 79.49' thence N27°36'28" E ... Sec Twp Rng 30 146 31	Ten Lake Township 5.1 deeded acres Ten Lake Township has zoning	Before assessments: 0 Appraised: \$1,000 After assessments: 0 Total: \$1,000	Frost

47.00039.00	Lot 5 W of HY S of Enright Brook (?), N of County Beltrami Campsite less parcel 40 Sec Twp Rng 04 148 33	Turtle Lake Township This parcel was discussed at length with Murray Surveying as a means to resolve boundary lines associated with the Burnham Estate property on Lake Julia	Before assessments: 0 Appraised: \$500 After assessments: 0 Total: \$500	Lucachick
81.00120.01	Lot 016 Block 007 Plat of Blackduck Sec Twp Rng 12 149 31	City of Blackduck; this parcel has special assessments against it. Env Svcs working to have personal items within dwelling removed; for Crown D Enterprises (a consignment store)	Before assessments: 0 Appraised: \$500 After assessments: \$650 Total: \$1,150	Fairbanks
82.00028.00	Plat of Funkley Lots 1-8 Block 4 Sec Twp Rng 25 150 30	City of Funkley	Before assessments: 0 Appraised: \$100 After assessments: 0 Total: \$100	Fairbanks
84.00027.00	W 16 rods of S 20 rods of that part of unplatted N½ of SE¼ lying N of Hwy 2 Sec Twp Rng 28 147 35	Located within the City of Solway; 2 deeded acres	Before assessments: 0 Appraised: \$100 After assessments: 0 Total: \$100	Anderson

Approved Health & Human Services Waiver Services Contract Amendments

The Board, by adoption of its Consent Agenda, approved the Health & Human Services Waiver Services Contract Amendments, as submitted.

Approved Health and Human Services Monthly Child Protection Reports

The Board, by adoption of its Consent Agenda, reviewed and approved Human Services Monthly Child Protection Reports, as submitted.

Approved Health and Human Services Family Foster Care Licenses

The Board, by adoption of its Consent Agenda, approved Human Services Family Foster Care Licenses, as submitted.

Approved Health & Human Services Warrant Payment List

The Board, by adoption of its Consent Agenda, received and approved the warrant payment listing submitted by Health & Human Services Department.

Approved Revised Land Asset Management Policy

The Board, by adoption of its Consent Agenda, approved the revisions and updates to the Beltrami County Land Asset Management Policy, as submitted.

Approved Appointment of Richard Anderson to BASC Board

The Board, by adoption of its Consent Agenda, approved the appointment of Commissioner Richard Anderson to the Beltrami Area Service Collaborative (BASC) Board, to fill the vacated position previously held by Tony Murphy.

Approved the Resolution to add Deputy to PERA Police and Fire Plan

The Board, by adoption of its Consent Agenda, approved the Resolution to add Deputy Joshua J. Cook to the PERA Police and Fire Plan:

BE IT RESOLVED the policy of the State of Minnesota as declared in Minnesota Statutes 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

BE IT RESOLVED Minnesota Statutes Section 353.64 permits governmental subdivisions to request coverage in the Public Employees Police and Fire plan for eligible employees of police or sheriff departments whose position duties meet the requirements stated therein and listed below.

BE IT FURTHER RESOLVED that the Beltrami County Sheriff's Office, of Beltrami County hereby declares that the position of Licensed Bailiff, currently held by Joshua Joe Cook, meets all of the following Police and Fire Plan 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 this employee 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, and
5. Said position is assigned to a designated police or sheriff's department.

BE IT FURTHER RESOLVED that this governing body hereby requests that the named

Employee be accepted as a member of the Public Employees Police and Fire Plan effective the date of this employee's initial Police and Fire Plan salary deduction by the governmental subdivision.

NOW, THEREFORE, BE IT RESOLVED that County Board Chair Quentin Fairbanks and his successor, are hereby authorized to execute such agreements and amendments thereto, as are necessary to implement the project(s).

REGULAR AGENDA

Fill One Full-Time Child Support Specialist Position

Health & Human Services Economic Assistance Division Director, John Pugleasa presented the request to fill one full-time Child Support Specialist Position.

A motion was made by Commissioner Anderson and seconded by Commissioner Frost, to fill one full-time Child Support Specialist Position. Unanimously carried.

COMMISSIONERS' BUSINESS

Legislative/Lobbying Issues

- Commissioner Vene announced the upcoming AMC District 2 meeting.
- Commissioner Frost reminded the Board of the May 22 election deadline for candidates to file for County Commissioner positions.

Commissioners' Reports

- Commissioner Lucachick requested Health & Human Services Department discussions be scheduled for future Work Sessions (but NOT June 19, 2012).

Review Upcoming Meeting Schedule

Next regular meeting of the County Board will be June 5, 2012, in the Board Room of the County Administration Building.

MEETING ADJOURNMENT

A motion to adjourn the Board meeting at 5:13 p.m. was made by Commissioner Lucachick, seconded by Commissioner Frost, and unanimously carried.

Quentin Fairbanks, Chair

Kay Mack, Interim County Administrator

**TRANSCRIPT OF THE PROCEEDINGS
OF THE BELTRAMI COUNTY BOARD OF COMMISSIONERS
June 5, 2012**

The Beltrami County Board of Commissioners met in regular session on June 5, 2012, at the County Board Room, County Administration Building, Bemidji, Minnesota.

CALL TO ORDER, ROLL CALL AND PLEDGE OF ALLEGIANCE

Chair Quentin Fairbanks called the meeting to order at 5:02 p.m. Commissioners Jack Frost, Jim Lucachick and Richard Anderson were present. Commissioner Joe Vene was excused.

GENERAL COMMENTS - BOARD CHAIR

None.

CITIZENS ADDRESSING THE BOARD

Audrey Thayer and John Chattin, representing the Shared Visions group, addressed the Board regarding the cross burning incident that occurred on a resident's lawn in Northern Township last week. They are requesting the County Board's support in their public statement strongly condemning this heinous act. A joint City/County letter will be drafted and Chairman Fairbanks has agreed to sign it on the Boards behalf. There will be a public presentation made by elected officials on Thursday, June 7, 2012.

APPROVAL OF AGENDA

The following items were added to the Consent Agenda:

- Approval to permit Natural Resource Management Department to use Area Estimate method for timber sales as needed.
- Approval of letter of support and fiscal agent for Neilson Foundation Grant Application for Northland Regional Sports Center
- Approval to Develop Policy for Employee Recognition/Honor
- Approval of Turn Key Video Visitations Proposal and Agreement

The following item was removed from the Regular Agenda:

- Update on MN RCC Activities & Greater MN Regional Park & Trail

GENERAL BUSINESS

Approved Agenda and Amendments

A motion to approve the Agenda and Amendments was made by Commissioner Frost, seconded by Commissioner Anderson, and unanimously carried.

Approved Consent Agenda

A motion to approve the Consent Agenda was made by Commissioner Lucachick, seconded by Commissioner Frost, and unanimously carried.

CONSENT ITEMS

Approved Minutes

The Board, by adoption of its Consent Agenda, approved the Minutes of the Board of Commissioners Work Meeting held May 15, 2012, and the Minutes of the Board of Commissioners Regular Meeting held May 15, 2012, as submitted.

Approved Auditor/Treasurer Warrant Payment Listing

The Board, by adoption of its Consent Agenda, received and approved the warrant payment listing submitted by the Auditor/Treasurer's Office.

Approved Payment of Auditor/Treasurer Bills

The Board, by adoption of its Consent Agenda, approved payment of Auditor/Treasurer bills, as submitted.

Approved Auctioneer License for Jan Kern

The Board, by adoption of its Consent Agenda, approved the application made by Jan Kern, for an auctioneer license, as submitted

Approved 2012 Giziibii Board Appointments

The Board, by adoption of its Consent Agenda, approved the appointments of Richard Moore and Mel Milender to the Giziibii Board for the calendar year 2012, as submitted.

Approved MN Public Radio Tower Lease

The Board, by adoption of its Consent Agenda, approved the MN Public Radio (MPR) ten year tower lease renewal, as submitted.

Approved Beltrami Electric Utility Easements

The Board, by adoption of its Consent Agenda, approved the Beltrami Electric Utility Easements to cross County managed land, as submitted.

Approved Highway Seal Coating Bids

The Board, by adoption of its Consent Agenda, approved bid awards to the lowest responsible bidders for bituminous seal coating on sections of CSAH 6, CSAH 7, CSAH 11 and CSAH 21 for a total of 22.83 miles as follows:

Project Nos: SAP 004-604-004, SAP 004-611-014, SAP 004-621-005	
Name	Bid Amount
Pearson Bros Hanover, MN	\$532,727.93

Approved Public Defender's Office Lease Amendment

The Board, by adoption of its Consent Agenda, approved the Public Defender's office lease agreement for additional space in the Beltrami County Judicial Annex Building, as submitted.

Approved Resolution to Authorize PrimeWest as Beltrami County's Managed Care Plan Provider

The Board, by adoption of its Consent Agenda, approved the Resolution recommending a single source, PrimeWest, as Beltrami County's Managed Care Plan provider:

WHEREAS, the Minnesota Department of Human Services has published a Request For Proposals to provide health care services to recipients of Medical Assistance and MinnesotaCare residing in Big Stone, Clearwater, Douglas, Grant, Hubbard, McLeod, Meeker, Pipestone, Pope, Renville, Stevens and Traverse counties, including Beltrami County; and

WHEREAS, the Minnesota Department of Human Services has requested County evaluations and recommendations regarding the managed care organization proposals from each respective county; and

WHEREAS, Prime West, Medica, and Blue Plus, submitted proposals to provide managed health care services in Beltrami County; and

WHEREAS, representatives of Beltrami County Health and Human Services have reviewed and evaluated the proposals of Prime West, Medica, and Blue Plus, who did submit proposals in Beltrami County, and

WHEREAS, Prime West has submitted a proposal suitable to best meet our needs,

THEREFORE, BE IT RESOLVED that the Beltrami County Board of Commissioners supports the recommendation of Beltrami County Health and Human Services approving Prime West as the managed

care organization providing managed health care services in Beltrami County.

Approved Natural Resource Management Department to use Area Estimate method for timber sales

The Board, by adoption of its Consent Agenda, approved the Natural Resource Management Department to use the area estimate method for timber sales as needed.

Approved Letter of Support/Fiscal Agent for Neilson Foundation Grant Application

The Board, by adoption of its Consent Agenda, approved a letter of support and fiscal agent responsibilities for a Neilson Foundation Grant Application to be submitted for the Northland Regional Sports Center

Approved Development of a Policy for Employee Recognition/Honor

The Board, by adoption of its Consent Agenda, approved the development of a policy for employee recognition and honor at retirement for twenty years or more of service to Beltrami County and for a memorial for an employee who passes away while currently employed by Beltrami County.

Approved TurnKey Video Visitations Proposal and Agreement

The Board, by adoption of its Consent Agenda, approved the proposal and agreement from TurnKey Corrections for video visitation services, as submitted.

Approved Health & Human Services Warrant Payment List

The Board, by adoption of its Consent Agenda, received and approved the warrant payment listing submitted by Health & Human Services Department.

REGULAR AGENDA

Fill One Full-Time PHN or RN Position

Nursing Services Division Director, Linda Yourczek, presented the request to fill one full-time PHN/RN Position vacancy to conduct managed care services from PrimeWest Health members.

A motion was made by Commissioner Lucachick, and seconded by Commissioner Anderson, to fill one full-time PHN or RN Position and any subsequent vacancies that may occur. Unanimously carried

Jail Boiler Replacement Project Bid Award

Facilities Manager, Steve Shadrack, presented the bids results for the June 1, 2012 bid opening for the jail boiler replacement project. Mr. Shadrack recommends awarding the bid to the lowest responsible bidder, Dick's Plumbing & Heating of Bemidji.

A motion was made by Commissioner Lucachick, and seconded by Commissioner Anderson, to award the bid for the Beltrami County jail boiler replacement project to the lowest responsible bidder, Dick's Plumbing & Heating, in the amount of \$197,500.00, which includes the Alternate option. Unanimously carried.

Ratification of Teamsters Licensed Contract 2012-2013

Human Resources Director, Linda Tran, presented the tentative agreement with the Teamsters Licensed Essential - Deputies Unit Contract for approval by the Board.

A motion was made by Commissioner Frost, and seconded by Commissioner Lucachick, to approve the Teamsters Licensed Essential - Deputies Union Contract for 2012 and 2013. Unanimously carried.

Request Proposals for Comparable Worth/Pay Equity Study

Human Resources Director, Linda Tran, requested authorization to do a Request for Proposals for a Comparable Worth/Pay Equity Study to be completed in 2013. The current system was implemented in 2006 and has been updated as needed since then. Due to the number of significant changes in duties and responsibilities, there is a need to review and evaluate the existing system.

A motion was made by Commissioner Lucachick, and seconded by Commissioner Anderson, to move forward with a request for proposals for a Comparable Worth/Pay Equity Study to be completed in 2013. Unanimously carried.

Sheriff Office Leadership Transition Plan

Chief Deputy, Mike Bakke, explained to the Board, that due to unanticipated personal health issues, he will be retiring sometime this summer. Sheriff Hodapp is requesting to appoint Sgt. Ernie Beitel as the new Chief Deputy upon Mr. Bakke's departure. This appointment will create a vacancy in the Sergeants position, which Sheriff Hodapp is also requesting permission to fill.

A motion was made by Commissioner Anderson, and seconded by Commissioner Frost, to allow the promotion from the rank of Sergeant to the position of Chief Deputy upon the departure of the current Chief Deputy and post to fill the vacancy for one full-time Sergeant Position and any subsequent vacancies that may occur. Unanimously carried.

Temporary Contract for Correctional Healthcare

Jail Administrator, Cindy Borowski, presented the temporary contract with MEnD Correctional Healthcare to provide temporary healthcare services at the jail while the county goes through the Request for Proposal process to hire a professional correctional healthcare provider.

A motion was made by Commissioner Anderson, and seconded by Commissioner Lucachick, to enter into a temporary contract for services with MEnD for correctional healthcare services. Unanimously carried.

Request for Proposals for Correctional Healthcare at Jail

Jail Administrator, Cindy Borowski requested authorization to do a Request for Proposals for correctional health care at the Beltrami County Jail. Due to the dramatic changes in correctional healthcare rules, demands by inmates and the number of inmates since Beltrami County Public Health began providing these services in 1989, it has become evident that volume increase coupled with the serious health issues of many inmates, is overloading the current system's ability to provide adequate healthcare services and meet standards set forth by the MN DOC.

A motion was made by Commissioner Lucachick, and seconded by Commissioner Frost, to move forward with a request for proposals for correctional healthcare services at the Beltrami County Jail. Unanimously carried.

COMMISSIONERS' BUSINESS

Legislative/Lobbying Issues

None.

Commissioners' Reports

None.

Review Upcoming Meeting Schedule

Next regular meeting of the County Board will be June 19, 2012, in the Board Room of the County Administration Building.

MEETING ADJOURNMENT

A motion to adjourn the Board meeting at 5:30 p.m. was made by Commissioner Frost, seconded by Commissioner Lucachick, and unanimously carried.

Quentin Fairbanks, Chair

Kay Mack, Interim County Administrator

**TRANSCRIPT OF THE PROCEEDINGS
OF THE BELTRAMI COUNTY BOARD OF COMMISSIONERS
June 19, 2012**

The Beltrami County Board of Commissioners met in regular session on June 19, 2012, at the County Board Room, County Administration Building, Bemidji, Minnesota.

CALL TO ORDER, ROLL CALL AND PLEDGE OF ALLEGIANCE

Chair Quentin Fairbanks called the meeting to order at 5:00 p.m. Commissioners Jack Frost, Joe Vene, and Jim Lucachick were present. Commissioner Richard Anderson was excused.

GENERAL COMMENTS - BOARD CHAIR

None.

CITIZENS ADDRESSING THE BOARD

None.

APPROVAL OF AGENDA

The following items were added to the Consent Agenda:

- Approval to appoint Commissioner Anderson to the BASC Board
- Approval to appoint Commissioners Vene and Lucachick to the DWI Court Steering Committee
- Approval to appoint Commissioners Lucachick and Anderson to a Beltrami County/Evergreen work group
- Approval to set-aside \$300,000 development fund loan monies
- Approval of Prosecution Services Agreement with the City of Bemidji

GENERAL BUSINESS

Approved Agenda and Amendments

A motion to approve the Agenda and Amendments was made by Commissioner Vene, seconded by Commissioner Frost, and unanimously carried.

Approved Consent Agenda

A motion to approve the Consent Agenda was made by Commissioner Lucachick, seconded by Commissioner Frost, and unanimously carried.

CONSENT ITEMS

Approved Minutes

The Board, by adoption of its Consent Agenda, approved the Minutes of the Board of Commissioners Work Meeting held June 5, 2012, and the Minutes of the Board of Commissioners Regular Meeting held June 5, 2012, as submitted.

Approved Auditor/Treasurer Warrant Payment Listing

The Board, by adoption of its Consent Agenda, received and approved the warrant payment listing submitted by the Auditor/Treasurer's Office.

Approved Payment of Auditor/Treasurer Bills

The Board, by adoption of its Consent Agenda, approved payment of Auditor/Treasurer bills, as submitted.

Approved 2012 Agricultural Leases

The Board, by adoption of its Consent Agenda, approved two 2012 Agricultural Leases, as submitted.

Approved Consumer Scale Agreement with NewPage WI Systems

The Board, by adoption of its Consent Agenda, approved the Consumer Scale Agreement between Beltrami County and NewPage WI Systems, Inc., as submitted.

Approved Health and Human Services Monthly Child Protection Reports

The Board, by adoption of its Consent Agenda, reviewed and approved Human Services Monthly Child Protection Reports, as submitted.

Approved Health and Human Services Family Foster Care Licenses

The Board, by adoption of its Consent Agenda, approved Human Services Family Foster Care Licenses, as submitted.

Approved Health & Human Services Warrant Payment List

The Board, by adoption of its Consent Agenda, received and approved the warrant payment listing submitted by Health & Human Services Department.

Approved Appointment of Commissioner Anderson to the BASC Board

The Board, by adoption of its Consent Agenda, approved the appointment of Commissioner Anderson to the Beltrami Area Service Collaborative (BASC) Board, as submitted.

Approved Appointment of Commissioners Vene and Lucachick to the DWI Court Steering Committee

The Board, by adoption of its Consent Agenda, approved the appointment of Commissioners Vene and Lucachick to the DWI Court Steering Committee, as submitted.

Approved the Appointment of Commissioners Lucachick and Anderson to a Beltrami County/Evergreen work group

The Board, by adoption of its Consent Agenda, approved the creation of a joint Beltrami County/Evergreen 'work group' and appointed Commissioners Lucachick and Anderson to serve.

Approved Set-aside of \$300,000 from Development Fund for Loan Program

The Board, by adoption of its Consent Agenda, approved the set-aside of \$300,000 from the Development Fund for a loan program; yet to be developed and approved by the County Attorney, as submitted.

Approved Prosecution Services Agreement with the City of Bemidji

The Board, by adoption of its Consent Agenda, approved the Prosecution Services Agreement with the City of Bemidji, as submitted.

REGULAR AGENDA

Implement PERA Phased Retirement Program for One Full-Time Office Support Specialist

Economic Assistance Division Director, John Pugleasa, presented the request to allow Susan Schultz a Child Support Office Support Specialist scheduled to retire at the end of June, 2012, to continue working postretirement through the PERA Phased Retirement Option. Ms. Schultz will work approximately 14 hours per week to allow for training of a new employee to assume her responsibilities.

A motion was made by Commissioner Lucachick, and seconded by Commissioner Frost, to allow Susan Schultz to continue working postretirement through the PERA Phased Retirement Option. Unanimously carried.

Fill One Full-Time Child Support Enforcement Aide Position

Economic Assistance Division Director, John Pugleasa, presented a request to fill one Full-Time Child Support Enforcement Aide. This vacancy has occurred due to a retirement.

A motion was made by Commissioner Frost, and seconded by Commissioner Lucachick, to fill one full-time Child Support Enforcement Aide Position. Unanimously carried.

County Administrator Search

Dave Unmacht of Springsted Inc., presented a Draft Administrator Position Profile, proposed timeline options and draft job posting, to the Board.

Position Profile was fined tuned and edited by Mr. Unmacht with great participation from County staff.

A motion was made by Commissioner Frost, and seconded by Commissioner Lucachick, to approve the Position Profile and time line with a job posting date of July 6 or 9, 2012. Unanimously carried.

High Resolution Aerial Photography for GIS

GIS Director, Jane Mueller, presented a proposal to enter into a partnership with the State of MN and other interested agencies to acquire high resolution aerial photography for Beltrami County. Photography to be flown in the spring of 2014 prior to leaf out conditions.

This request is for 1-ft high resolution photography at a total project cost of \$157,455 instead of the lower resolution photography provided at no additional cost to the county. Ms. Mueller has been working to lower the cost to Beltrami County by developing partnerships with other organizations that would also benefit from these higher quality aerial photos. Monies for this project would come from unallocated recorders fees that are currently being used for remonumentation. This would slow down the schedule for the remonumentation project.

Greater Bemidji Joint Planning Board Director, Mayana Rice, addressed the Board indicating her support of the project.

County Assessor, Duane Ebbighausen, also addressed the board in support of acquiring the 1-ft resolution aerial photography.

A motion was made by Commissioner Vene, and seconded by Commissioner Frost, to approve the purchase of 1 ft resolution aerial photography of the entire county utilizing unallocated records fees and slowing the progress of the remonumentation project. Motion carried 3/1. Commissioners Vene, Frost and Fairbainks voted Yes. Commissioner Lucachick voted No.

COMMISSIONERS' BUSINESS

Legislative/Lobbying Issues

- Commissioner Vene gave an update on AMC activities

Commissioners' Reports

None.

Review Upcoming Meeting Schedule

Next regular meeting of the County Board will be July 3, 2012, in the Board Room of the County Administration Building.

MEETING ADJOURNMENT

A motion to adjourn the Board meeting at 5:55 p.m. was made by Commissioner Vene, seconded by Commissioner Frost, and unanimously carried.

Quentin Fairbanks, Chair

Kay Mack, Interim County Administrator

**TRANSCRIPT OF THE PROCEEDINGS
OF THE BELTRAMI COUNTY BOARD OF COMMISSIONERS
July 3, 2012**

The Beltrami County Board of Commissioners met in regular session on July 3, 2012, at the County Board Room, County Administration Building, Bemidji, Minnesota.

CALL TO ORDER, ROLL CALL AND PLEDGE OF ALLEGIANCE

Chair Quentin Fairbanks called the meeting to order at 5:05 p.m. Commissioners Jack Frost, Joe Vene, Jim Lucachick and Richard Anderson were present.

Recognition Ceremony for BCA Law Enforcement Supervision & Management Program Graduates

Sheriff Hodapp and Commissioner Vene on behalf of the County Board, presented awards and diplomas to Sgt. Jarrett Walton and Task Force Officer Robert Billings for graduation from the BCA Law Enforcement Supervision and Management Program

GENERAL COMMENTS - BOARD CHAIR

None.

CITIZENS ADDRESSING THE BOARD

Allen Foley, County resident from Northern Township, addressed the Board regarding a statement in the June 5, 2012 Work Session Minutes stating "...Staff were advised to handle all situations according to Policy." He was questioning that the Board would only **advise** staff to follow policy rather than require it.

APPROVAL OF AGENDA

The following items were added to the Consent Agenda:

- Approved \$150 Registration fee for Veterans Service Office to participate in an Expo at the Sanford Center
- Approved Resolution to be legal sponsor for Business Development Capital Projects Grant Program Application

The following item was added to the Regular Agenda:

- Approved \$10,000 to LMC on Employee Development to provide career focused training opportunities

GENERAL BUSINESS

Approved Agenda and Amendments

A motion to approve the Agenda and Amendments was made by Commissioner Vene, seconded by Commissioner Anderson, and unanimously carried.

Approved Consent Agenda

A motion to approve the Consent Agenda was made by Commissioner Frost, seconded by Commissioner Anderson, and unanimously carried.

CONSENT ITEMS

Approved Minutes

The Board, by adoption of its Consent Agenda, approved the Minutes of the Board of Commissioners Work Meeting held June 19, 2012, and the Minutes of the Board of Commissioners Regular Meeting held June 19, 2012, as submitted.

Approved Auditor/Treasurer Warrant Payment Listing

The Board, by adoption of its Consent Agenda, received and approved the warrant payment listing submitted by the Auditor/Treasurer's Office.

Approved Payment of Auditor/Treasurer Bills

The Board, by adoption of its Consent Agenda, approved payment of Auditor/Treasurer bills, as submitted.

Approved Forfeiture Cancellation in S17 T146 R33

The Board, by adoption of its Consent Agenda, approved the application for cancellation of forfeiture made on a parcel in Lot 1, Section 17, Township 146 Range 33 that consists of a parcel created in error during a vacation of alleys in Carson's Addition in 1903.

Approved Certification of Special Assessment

The Board, by adoption of its Consent Agenda, approved and certified the special assessment of \$6,489 to Parcel 80.02056.00.

Approved Greater MN Parks & Trails Legacy Funding Resolution

The Board, by adoption of its Consent Agenda, approved the Greater Minnesota Parks & Trails Legacy Funding Resolution:

Whereas, the state Parks and Trails Legacy plan calls for a statewide system of parks and trails, and

Whereas, Greater MN Regional Parks and Trails have been underfunded for decades when compared to investments in the metro park system over that same time period, and

Whereas, the public expressed overwhelming support at 17 state-sponsored public meetings for the highest quality statewide regional projects possible as a preferred outcome of the 25 year plan, and

Whereas, the first round of park and trail legacy funding in 2009 was unfair to Greater Minnesota - with 43% of the funding dedicated to metro park needs, 43% dedicated to DNR park and trail needs and projects, while leaving only 14% funding for a statewide grants program which included Metro Parks. Of that 14%, 20% of those funds were given to the Metro Park Area, and

Whereas, the second round of park and trail legacy funding in 2011, produced better but still lopsided results with Greater Minnesota receiving 20% in dedicated legacy funding, while metro parks received 43% and DNR received 37%, and

Whereas, a 2011 inventory of Greater Minnesota park and trail needs resulted in \$76 million in projects, and over \$33 million in grant request - or more than four times the amount of the 2011 legacy grants awarded to Greater Minnesota, and

Whereas, Greater Minnesota pre-legacy park and trail funding was spotty and scarce, and

Whereas, the Legacy Act has resulted in Greater Minnesota being charged by both the public and the state plan to build the highest quality statewide regional projects possible;

Therefore, Be It Resolved that Beltrami County believes Greater Minnesota should receive adequate funding to carry out the state plan and the public sentiment for high quality projects, and,

Therefore, Be It Resolved Beltrami County believes the current Park and Trail Legacy splits of 43% metro, 37% DNR and 20% to Greater Minnesota are inherently unfair to Greater Minnesota and not enough to carry out the state plan or meet public expectations, and

Therefore, Be It Resolved Beltrami County believes the legacy funding splits at 43% metro, 37% DNR and 20% for the remaining 80 non-metro counties is not fair and will not provide the funding to allow Greater Minnesota to succeed in carrying out expectations of either the public or the state plan, and

Therefore, Be It Further Resolved Beltrami County believes the Greater Minnesota percentage of Legacy funding should increase to a level more equal to those of the metro area and DNR.

Approved Brakner Right-of-Way Easement

The Board, by adoption of its Consent Agenda, approved the right-of-way easement across tax forfeited lands to Gunter and Jane Brakner, as submitted.

Approved Attendance to National Pavement Preservation Conference

The Board, by adoption of its Consent Agenda, approved Highway Engineer, Bruce Hasbargen, to attend National Pavement Preservation Conference in Nashville, TN at no cost to Beltrami County, as submitted.

Approved Health & Human Services Warrant Payment List

The Board, by adoption of its Consent Agenda, received and approved the warrant payment listing submitted by Health & Human Services Department.

Approved MCCC Ratification Agreement for Computer Support System

The Board, by adoption of its Consent Agenda, approved the MCAPS support agreement for rewrite and installation of upgraded computer support system, as submitted.

Approved Registration fee for Veterans Service Office to participate in an Expo at the Sanford Center

The Board, by adoption of its Consent Agenda, approved fee for the Veterans Service Office to participation in the 2012 Boomers and Beyond Expo on August 22, 2012 at the Sanford Center, Bemidji.

Approved Resolution to be Legal Sponsor for Business Development Capital Projects Grant Program Application

The Board, by adoption of its Consent Agenda, approved the Resolution to make Beltrami County legal sponsor for business development capital projects grant program application:

BE IT RESOLVED that Beltrami County act as the legal sponsor for project(s) contained in the Business Development Capital Projects Grant Program Application to be submitted on _____ and that Richard Anderson, Board Vice-Chair and Kay L. Mack, Auditor-Treasurer are hereby authorized to apply to the Department of Employment and Economic Development for funding of this project on behalf of Beltrami County.

BE IT FURTHER RESOLVED that Beltrami County has the legal authority to apply for financial assistance, and the

institutional, managerial, and financial capability to ensure adequate construction, operation, maintenance and replacement of the proposed project for its useful life.

BE IT FURTHER RESOLVED that Beltrami County has not violated any federal, state, or local laws pertaining to fraud, bribery, kickbacks, collusion, conflict of interest or other unlawful or corrupt practice.

BE IT FURTHER RESOLVED that upon approval of its application by the state, Beltrami County may enter into an agreement with the State of Minnesota for the above-referenced project(s), and Beltrami County certifies that it will comply with all applicable laws and regulations as stated in all contract agreements.

BE IT FURTHER RESOLVED that all nonstate funding is committed and available and meets or exceeds the requirement that the non-state match equal or exceed the state funding.

BE IT FURTHER RESOLVED that Beltrami County certifies that it will comply with all applicable laws, regulations, and rules of General Obligation bond funds.

NOW, THEREFORE BE IT RESOLVED that Richard Anderson, County Board Vice-Chair and Kay L. Mack, Auditor-Treasurer, or their successors in office, are hereby authorized to execute such agreements, and amendments thereto, as are necessary to implement the project(s) on behalf of the applicant.

REGULAR AGENDA

Fill Four Seasonal Highway Summer Laborer Positions

Highway Engineer, Bruce Hasbargen, presented a request to fill four additional Seasonal Highway Laborer Positions for the summer. Primary duties would be bituminous patching. These positions are not in the budget and would cost approximately \$20,000.

A motion was made by Commissioner Vene, and seconded by Commissioner Frost, to fill four additional Summer Highway Laborer Positions. Unanimously carried

Correctional Health Care Contract

Sheriff Phil Hodapp, presented the results of the RFP's to provide correctional health care services at the jail. The review committee is recommending approval of the proposal from

MEND Correctional Healthcare in the amount of \$204,900/year, as submitted.

A motion was made by Commissioner Lucachick, and seconded by Commissioner Anderson, to accept the proposal from MEND Correctional Healthcare to provide health care services at the Beltrami County Jail in the amount of \$204,900/year. Unanimously carried.

Approved \$10,000 to LMC on Employee Development to provide career focused training opportunities

Human Resource Director, Linda Tran, presented the request on behalf of the Results Oriented Government Team and the LMC on Employee Development for \$10,000 from the SAM Initiative Funds to secure professional training in the areas of service excellence and leadership effectiveness.

A motion was made by Commissioner Vene, and seconded by Commissioner Anderson to approve up to \$10,000 from the SAM Initiative Fund to provide relevant training opportunities through E³ to County Staff. Carried 3/1 Vote. Frost, Anderson & Vene: Yes. Lucachick: No. Motion carried.

COMMISSIONERS' BUSINESS

Legislative/Lobbying Issues

- Commissioner Vene gave an AMC update

Commissioners' Reports

- In response to a citizen addressing the Board, Commissioners requested future Work Sessions to include information on various county policies.

Review Upcoming Meeting Schedule

Next regular meeting of the County Board will be July 17, 2012, in the Board Room of the County Administration Building.

MEETING ADJOURNMENT

A motion to adjourn the Board meeting at 5:45 p.m. was made by Commissioner Anderson, seconded by Commissioner Frost, and unanimously carried.

Quentin Fairbanks, Chair

Kay Mack, Interim County Administrator

**TRANSCRIPT OF THE PROCEEDINGS
OF THE BELTRAMI COUNTY BOARD OF COMMISSIONERS
July 17, 2012**

The Beltrami County Board of Commissioners met in regular session on July 17, 2012, at the County Board Room, County Administration Building, Bemidji, Minnesota.

CALL TO ORDER, ROLL CALL AND PLEDGE OF ALLEGIANCE

Chair Quentin Fairbanks called the meeting to order at 5:00 p.m. Commissioners Jack Frost, Jim Lucachick and Richard Anderson were present.

GENERAL COMMENTS - BOARD CHAIR

None

CITIZENS ADDRESSING THE BOARD

None

APPROVAL OF AGENDA

- Added to the Consent Agenda:
 - o 7l Authorization to hire casual/temporary Dispatcher
 - o 7m Appointment of Commissioners Lucachick and Anderson to the County Budget Committee
- Added to the Regular Agenda:
 - o 1l Adopt Guidelines to the Con Con Revolving Loan Fund
 - o 11A Approve Contract for Service with HRDC for Revolving Loan Fund Administration

GENERAL BUSINESS

Approved Agenda and Amendments

A motion to approve the Agenda and Amendments was made by Commissioner Anderson, seconded by Commissioner Frost, and unanimously carried.

Approved Consent Agenda

A motion to approve the Consent Agenda was made by Commissioner Lucachick, seconded by Commissioner Anderson, and unanimously carried.

CONSENT ITEMS

Approved Minutes

The Board, by adoption of its Consent Agenda, approved the Minutes of the Board of Commissioners Work Meeting held July 3, 2012, and the Minutes of the Board of Commissioners Regular Meeting held July 3, 2012, as submitted.

Approved Auditor/Treasurer Warrant Payment Listing

The Board, by adoption of its Consent Agenda, received and approved the warrant payment listing submitted by the Auditor/Treasurer's Office.

Approved Payment of Auditor/Treasurer Bills

The Board, by adoption of its Consent Agenda, approved payment of Auditor/Treasurer bills, as submitted.

Approved On-Sale Intoxicating Liquor License - Bemidji Jaycees

The Board, by adoption of its Consent Agenda, approved the temporary On-Sale liquor license for the Bemidji Jaycees to conduct business at the Beltrami County Fairgrounds during the County Fair. This year they have proposed changing their business model from a 3.2 Beer license to an On-Sale liquor license.

Approved VHF Interoperable Frequency Agreement

The Board, by adoption of its Consent Agenda, approved the VHF Interoperable Frequency Agreement between the State of Minnesota and Beltrami County to allow for interoperable communications with all local, regional, state and federal partners, as submitted.

Approved Final Pay Voucher on Project SP 004-626-005

The Board, by adoption of its Consent Agenda, approved the final pay voucher and certificate of final acceptance on Project SP 004-626-005 to Knife River Materials, Inc., as submitted.

Approved Contract with BASC for Child Welfare Services to Youth Considered Truant and/or Delinquent

The Board, by adoption of its Consent Agenda, approved the contract with Beltrami Area Service Collaborative (BASC) for Child Welfare Targeted Case Management Services to youth considered truant and/or delinquent, as submitted.

Approved Health and Human Services Monthly Child Protection Reports

The Board, by adoption of its Consent Agenda, reviewed and approved Human Services Monthly Child Protection Reports, as submitted.

Approved Health and Human Services Family Child Care Licenses

The Board, by adoption of its Consent Agenda, approved Human Services Family Child Care Licenses, as submitted.

Approved Health and Human Services Family Foster Care Licenses

The Board, by adoption of its Consent Agenda, approved Human Services Family Foster Care Licenses, as submitted.

Approved Health & Human Services Warrant Payment List

The Board, by adoption of its Consent Agenda, received and approved the warrant payment listing submitted by Health & Human Services Department.

Authorization to hire casual/temporary Dispatcher

The Board, by adoption of its Consent Agenda, approved the hire of a casual, temporary dispatcher to fill the gap during a medical leave.

Appointment of Budget Committee Members

The Board, by adoption of its Consent Agenda, appointed Commissioners Lucachick and Anderson to the Budget Committee.

REGULAR AGENDA

Add One Part-Time Court Security Deputy Position and Promote One Part-Time Deputy Position to Full-Time

Sheriff Hodapp presented a request to add one additional part-time licensed deputy position to the Court Security staff and promote one of the existing part-time Licensed Deputy Positions to full-time.

A motion was made by Commissioner Lucachick and seconded by Commissioner Anderson to add one part-time court security Deputy Position and promote one part-time Deputy Position to full-time. Vote carried 4 - 0.

Fill One Full-Time Children's Social Worker Position and One Full-Time Adult Social Worker Position

Mary Marchel presented a request to add two full-time Social Work Positions. One in Children's Services and one in Adult Intake and Investigations.

A motion was made by Commissioner Lucachick and seconded by Commissioner Anderson to add two Social Worker Positions; one in Children's Services and one in Adult Intake and Investigations and fill any subsequent vacancies that may occur. Vote carried 4 - 0.

Formal Agreement to Provide SSIS Access to Red Lake Family and Children's Services

Diane Boben and Jeff Lind presented the request to provide SSIS access for Red Lake Tribal Family and Children's Services through a formal agreement.

The SSIS computer system is the primary method by which payments to most children's services providers are processed. Currently Red Lake Family and Children's Services does not have access to the system and process for collecting Red Lake data is convoluted, duplicative and requires extra time to accomplish. Red Lake is requesting access to SSIS through Beltrami County's SSIS system. This would allow Red Lake Family and Children's Services (RLFCS) staff to enter their own data, assist Red Lake in better tracking their children in placement across the state, and eliminate much of the duplication. Training for RLFCS would be provided primarily by MN Dept of Human Services with additional mentoring furnished by one of the County's child protection social workers who works out of the RLFCS offices. The board provided input strongly supporting the work of Red Lake Family and Children's Services and the need for all of their cases to be counted in SSIS.

A motion was made by Commissioner Frost and seconded by Commissioner Anderson to provide SSIS access for Red Lake Tribal Family and Children's Services through a Formal Agreement. Vote carried 4 - 0.

Adopt Guidelines to the Con Con Revolving Loan Fund

The board provided support for the document as presented at the July 17 Work Session, and clarified the make-up of the loan committee.

A motion was made by Commissioner Anderson and seconded by Commissioner Lucachick to adopt the guidelines for the Con Con Revolving Loan Fund and to direct the HRDC to select the loan committee of five members to come out of the current Con Con Grant Committee. Vote carried 4 - 0

Approve Contract for Service with HRDC for Revolving Loan Fund Administration

Commissioners supported the provision of administrative services by HRDC, voicing a concern that a cap might be placed on the total annual cost. Commissioners agreed that they would review the annual cost after the first year and then discuss whether a cap would need to be negotiated.

A motion was made by Commissioner Frost, seconded by Commissioner Anderson to approve the contract with HRDC to provide administrative services for the Con Con Revolving Loan Fund.

COMMISSIONERS' BUSINESS

Legislative/Lobbying Issues

None

Commissioners' Reports

None

Review Upcoming Meeting Schedule

Next regular meeting of the County Board will be August 7, 2012, in the Board Room of the County Administration Building.

MEETING ADJOURNMENT

A motion to adjourn the Board meeting at 5:35 p.m. was made by Commissioner Frost, seconded by Commissioner Lucachick, and unanimously carried.

Quentin Fairbanks, Chair

Kay Mack, Interim County Administrator

**TRANSCRIPT OF THE PROCEEDINGS
OF THE BELTRAMI COUNTY BOARD OF COMMISSIONERS
August 7, 2012**

The Beltrami County Board of Commissioners met in regular session on August 7, 2012, at the County Board Room, County Administration Building, Bemidji, Minnesota.

CALL TO ORDER, ROLL CALL AND PLEDGE OF ALLEGIANCE

Chair Quentin Fairbanks called the meeting to order at 5:02 p.m. Commissioners Jack Frost, Joe Vene, Jim Lucachick and Richard Anderson were present.

GENERAL COMMENTS - BOARD CHAIR

None.

CITIZENS ADDRESSING THE BOARD

None.

APPROVAL OF AGENDA

The following items were added to the Consent Agenda:

- Approval of a Temporary On-Sale Liquor License for Elks Lodge
- Approval of Developing a One-year County Budget
- Approval of Land Exchange Committee Appointments

GENERAL BUSINESS

Approved Agenda and Amendments

A motion to approve the Agenda and Amendments was made by Commissioner Vene, seconded by Commissioner Anderson, and unanimously carried.

Approved Consent Agenda

A motion to approve the Consent Agenda was made by Commissioner Frost, seconded by Commissioner Vene, and unanimously carried.

CONSENT ITEMS

Approved Minutes

The Board, by adoption of its Consent Agenda, approved the Minutes of the Board of Commissioners Work Meeting held July 17,

2012, and the Minutes of the Board of Commissioners Regular Meeting held July 17, 2012, as submitted.

Approved Auditor/Treasurer Warrant Payment Listing

The Board, by adoption of its Consent Agenda, received and approved the warrant payment listing submitted by the Auditor/Treasurer's Office.

Approved Payment of Auditor/Treasurer Bills

The Board, by adoption of its Consent Agenda, approved payment of Auditor/Treasurer bills, as submitted.

Approved Job Evaluation Rating Update for Real Estate and Tax Services Division Director

The Board, by adoption of its Consent Agenda, approved the job evaluation rating by Springsted, Inc., of the Real Estate and Tax Services Division Director which places the position up to pay grade 13.

Approved the Memorandum of Understanding with Moose Lake Township for Bridge Replacement

The Board, by adoption of its Consent Agenda, approved the Memorandum of Understanding between Beltrami County and Moose Lake Township for the replacement of bridge #L6352 located on Birchmont Beach Road, over Sucker Creek, as submitted.

Approved Bid Award on Projects SP 004-595-002 & SP 004-639-009 & SP 004-639-013

The Board, by adoption of its Consent Agenda, conditionally approved award to the lowest responsible bidder on Hwy Projects SP 004-595-002, SP 04-639-009 & SP 004-639-013, all along CSAH 39, pending approval from the Office of Civil Rights and Federal Highway Administration, to Gladen Construction, Inc in the amount of \$4,504,966.98, as submitted.

Approved Easement Request from Turtle River Township

The Board, by adoption of its Consent Agenda, approved the easement request from Turtle River Township for re-alignment of Pincherry Road NE, as submitted.

Approved Resolution for Tax-Forfeited Parcel Sale Process for 2012

The Board, by adoption of its Consent Agenda, approved the support Resolution to seek DNR review for the sale of certain tax forfeited lands:

WHEREAS, the Board of Commissioners of Beltrami County, Minnesota, desires to offer for sale certain parcels of land

that have forfeited to the State of Minnesota for non-payment of taxes; and,

WHEREAS, said parcels of land have been viewed by the Beltrami County Board of Commissioners and have been classified as non-conservation lands as provided for in Minnesota Statutes 282.01;

WHEREAS, said parcels on the proposed list have been examined and wetland/marginal land determinations have been made with regards to same by all appropriate parties in accordance with the requirements of 1991 Laws of Minnesota, Chapter 354, Article 10, Section 9d;

NOW, THEREFORE, BE IT RESOLVED that the Beltrami County Board of Commissioners hereby certify that all parcels of land on the attached list have been viewed and comply with the provisions of Minnesota Statutes 85.012; 92.461; 282.01, Subd. 8; and 282.018; and other statutes that require withholding of tax-forfeited lands from sale;

BE IT FURTHER RESOLVED that the Beltrami County Board of Commissioners hereby request approval from the Minnesota Department of Natural Resources for the sale of said lands.

Parcel Number	Description, township and comments/notes	
80.00057.00	N 50' OF W 50' OF NE1/4 OF SE1/4 Sec Twp Rge 02 146 33	City of Bemidji Forfeited 10-01-1947
80.00200.00	A TRACT IN SW1/4 OF NE1/4 140' N & S X 150' E & W LOCATED 60' W of Lot 7 Block 7 Heffron's Addition to Bemidji Sec Twp Rge 08 146 33	City of Bemidji Forfeited 08-12-2008
80.00201.00	A TRACT IN SW1/4 OF NE1/4 140' N & S X 150' E & W, E LINE OF WHICH IS 210' W OF LOT 7, BLK 7, HEFFRON'S ADD TO BEMIDJI Sec Twp Rge 08 146 33	City of Bemidji Forfeited 08-12-2008
80.00227.00	N 139' OF W 400' OF SE1/4 OF SE1/4 Sec Twp Rge 08 146 33	City of Bemidji Forfeited 12-01-1988
80.00240.00	Lot 2 W of RY Sec Twp Rge 10 146 33	City of Bemidji DNR checking on this parcel as it is a long strip that lays adjacent to Lake Bemidji Forfeited 06-17-1937
80.00298.00	NE1/4 of SW1/4 less deeded tracts Sec Twp Rge 15 146 33	City of Bemidji Forfeited 11-01-1965
80.01232.00	Lot 023 Block 007 First Addition to Bemidji	City of Bemidji Forfeited 12-06-2006

Parcel Number	Description, township and comments/notes	
	W1/2 OF LOTS 23 & 24 Sec Twp Rge 09 146 33	
80.01874.00	Lot 009 Block 009 E½ Lots 9 & 10 Bailey's Second Addition Sec Twp Rge 08 146 33	City of Bemidji Forfeited 09-18-2001
80.01901.00	Lot 008 Block 011 Bailey's Re-Subdivision Sec Twp Rge 08 146 33	City of Bemidji At one time interest in low income housing potential Forfeited 12-28-2005
80.01975.00	Lot 013 Block 002 Carson's Addition to Bemidji Sec Twp Rge 08 146 33	City of Bemidji Forfeited 12-06-2006
80.01987.00	Lot 007 Block 005 Carson's Addition to Bemidji THAT PART OF LOT 7 E OF A LINE EXT DUE N FROM W LINE OF ALLEY RUNNING N & S IN BLK 5 LESS RY Carson's Addition to Bemidji Sec Twp Rge 17 146 33	City of Bemidji Forfeited 09-16-1936
80.02002.00	Carson's Add to Bemidji Lot 004 Block 006 S of RY Sec Twp Rge 17 146 33	City of Bemidji Forfeited 10-20-1959
80.02007.00	Lot 004 Block 006 68' of MRL & M RY R/W across Lots 4, 5, & 6 Carson's Addition to Bemidji Sec Twp Rge 17 146 33	City of Bemidji Parcel consists of two non-contiguous lots Forfeited 09-19-1967
80.02165.00	Lot 012 Block 001 Elwell's Addition to Bemidji Sec Twp Rge 04 146 33	City of Bemidji Forfeited 12-06-2006
80.02304.00	Lot 013 Block 002 Heffron's Addition to Bemidji Sec Twp Rge 08 146 33	City of Bemidji Forfeited 11-09-1998
80.03280.00	Lot 008 Block 004 E 139' Wagner's Second Addition Sec Twp Rge 05 146 33	City of Bemidji Forfeited 11-08-1997
80.03529.00	Lot 013 Block 004 and Lots 14-16 Nymore Sec Twp Rge 15 146 33	City of Bemidji Requested for possible "green space" Forfeited 05-10-1997
80.04443.00	Outlot A Lind's Addition to Bemidji Sec Twp Rge 02 146 33	City of Bemidji Long narrow strip that lies adjacent to Lake Bemidji Forfeited 05-31-1983
83.00255.00	Lot 002 Block 002 Third Addition to Kelliher Sec Twp Rge 35 152 30	City of Kelliher Forfeited 06-21-2011

Parcel Number	Description, township and comments/notes	
86.00010.00	W84' OF E150' OF N15 RODS OF NE1/4 OF NE1/4 Sec Twp Rge 32 148 32	City of Turtle River Forfeited 09-20-2000
86.00012.00	PART OF NE1/4 OF NE1/4 DESC AS FOLLOWS: BEG AT NE CORNER OF NE1/4 OF NE1/4 THENCE W ALONG N BDRY 150' TO PT OF BEG OF PARCEL BEING DESC, THENCE DEFLECT LEFT AT ANGLE OF 90* - 247.5' TO IM, THENCE DEFELCT R AT ANGLE OF 90* - 153' TO IM, THENCE DEFLECT TO R AT ANGLE OF 47*40' APPROX 334.6' TO BDRY LINE OF HWY 71, THENCE DEFLECT R ALONG BDRY OF HWY 71 TO INTERS WITH N BDRY OF NE1/4 OF NE1/4, THENCE DEFLECT TO R ALONG N BDRY OF NE1/4 OF NE1/4 TO BEG Sec Twp Rge 32 148 32	City of Turtle River Forfeited 05-31-1983
86.00034.00	Lot 2 W of M & I RY R/W Sec Twp Rge 33 148 32	
12.00480.00	Lot 003 Block 003 Memorial Forest Addition Sec Twp Rge 17 147 34	Eckles Township Forfeited 11-08-1997
49.00135.01	THAT PART OF LOT 1 LYING E OF HWY 72 & LYING W OF TAMARACK RIVER LESS N 895' & LESS S 40' Sec Twp Rge 17 154 30	Waskish Township Forfeited 11-08-1997

Approved Consumer Scale Agreement with Land O'Lakes Wood Preserving

The Board, by adoption of its Consent Agenda, approved the Consumer Scale Agreement between Beltrami County and Land O' Lakes Wood Preserving, as submitted.

Approved Purchase of Veteran Claims Management Software System

The Board, by adoption of its Consent Agenda, approved the allocation of \$1,397 to purchase and operate VETRASPEC, a Veteran Claims Management software system, as submitted.

Approved Health and Human Services Contract Amendment with Autumn Hills of Bemidji

The Board, by adoption of its Consent Agenda, approved the contract amendment with Autumn Hills of Bemidji, Inc., to add a subsidiary, Autumn Hills Home Care, to provide Class A home care services, effective August 15, 2012, as submitted.

Approved Health & Human Services Warrant Payment List

The Board, by adoption of its Consent Agenda, received and approved the warrant payment listing submitted by Health & Human Services Department.

Approved Temporary On-Sale Liquor License for Elks Lodge

The Board, by adoption of its Consent Agenda, approved a one-day temporary liquor license to the Elks Lodge for the State Elks' Golf Tournament hosted at Castle's Golf Course, as submitted.

Approved Development of 2013 One-year County Budget

The Board, by adoption of its Consent Agenda, approved a one-year County Budget for 2013, rather than a two-year budget.

Approved Land Exchange Committee Appointments

The Board, by adoption of its Consent Agenda, approved the appointment of Commissioners Anderson and Frost to the Land Review/Land Exchange Committee.

REGULAR AGENDA

July Storm Damage Salvage Timber Sale Update

Natural Resource Management Director, Richard Moore presented a summary of timber volumes and appraised values for selling damaged timber on Beltrami County tax-forfeited lands. An on-line only auction will be held in August for five sales totaling approximately \$28,063

Results of July Tax Forfeited Land Sale

Natural Resource Management Director, Richard Moore presented the results of the July 27, 2012 tax-forfeited land sale. Revenue was a total gross of \$45,402 with 15 of the 17 tracts sold. Plans are to hold another auction in 2013 with approximately 20 tax forfeited parcels for sale.

Set Public Meeting Date for Revocation of Road Right-of-Way in Waskish Township

Highway Engineer, Bruce Hasbargen, requested setting a Board Meeting date in Waskish to include a Public Meeting for the revocation of a portion of right-of-way from Old CSAH 40 (now known as part of Waskish Rd NE and Homestead Park Rd NE) to be realigned and re-designated as County Road 112.

The September 18, 2012 board meeting will be conducted at Waskish Town Hall and include a public meeting for the revocation of a portion of right-of-way from Old CSAH 40 to re-designate as County Road 112.

Upgrade Two Highway Maintenance II Positions

Highway Engineer, Bruce Hasbargen, is requesting to change two Maintenance II positions to Maintenance III Positions, one at Kelliher and one at Pinewood shops. Both shops have been generating many hours of work-out-of class for Maintenance II workers to perform Maintenance III duties.

A motion was made by Commissioner Anderson and seconded by Commissioner Frost to upgrade two Highway Maintenance II Positions (one in Kelliher, one in Pinewood) to Maintenance III Positions. Motion carried unanimously

Fill One-Full-Time Maintenance II or III Position

Highway Engineer, Bruce Hasbargen presented a request to fill one vacant position, either Maintenance II or Maintenance III, depending on promotional requests as to which position will become vacant.

A motion was made by Commissioner Anderson and seconded by Commissioner Vene to fill one full-time Maintenance II or Maintenance III Position depending on promotional requests. Unanimously carried.

Fill One Full-Time Eligibility Specialist Position

Economic Assistance Division Director, John Pugleasa presented a request to fill one full-time Eligibility Specialist Position vacancy due to a resignation.

A motion was made by Commissioner Vene and seconded by Commissioner Anderson to fill one full-time Eligibility Specialist Position. Unanimously carried.

COMMISSIONERS' BUSINESS

Legislative/Lobbying Issues

- Commissioner Vene gave committee updates on AMC, NACO and Veterans Services
- Commissioner Frost questioned what the Board's stance on the MRCC update from the Work Session would be. It was the consensus that the Board would take a "wait-and-see" approach to MRCC activities.

Commissioners' Reports

None.

Review Upcoming Meeting Schedule

Next regular meeting of the County Board will be August 21, 2012, in the Board Room of the County Administration Building.

MEETING ADJOURNMENT

A motion to adjourn the Board meeting at 5:38 p.m. was made by Commissioner Vene, seconded by Commissioner Lucachick, and unanimously carried.

Quentin Fairbanks, Chair

Kay Mack, Interim County Administrator

**TRANSCRIPT OF THE PROCEEDINGS
OF THE BELTRAMI COUNTY BOARD OF COMMISSIONERS
August 21, 2012**

The Beltrami County Board of Commissioners met in regular session on August 21, 2012, at the County Board Room, County Administration Building, Bemidji, Minnesota.

CALL TO ORDER, ROLL CALL AND PLEDGE OF ALLEGIANCE

Vice-Chair Richard Anderson called the meeting to order at 5:00 p.m. Commissioners Jack Frost, Joe Vene, Jim Lucachick were present. Commissioner Fairbanks was excused.

GENERAL COMMENTS - BOARD CHAIR

None.

CITIZENS ADDRESSING THE BOARD

None.

APPROVAL OF AGENDA

The following item were added to the Consent Agenda:

- Approval of Jail Program Expansion into Courthouse Annex

GENERAL BUSINESS

Approved Agenda and Amendments

A motion to approve the Agenda and Amendments was made by Commissioner Vene, seconded by Commissioner Frost, and unanimously carried.

Approved Consent Agenda

A motion to approve the Consent Agenda was made by Commissioner Lucachick, seconded by Commissioner Frost, and unanimously carried.

CONSENT ITEMS

Approved Minutes

The Board, by adoption of its Consent Agenda, approved the Minutes of the Board of Commissioners Work Meeting held August 7, 2012, and the Minutes of the Board of Commissioners Regular Meeting held August 7, 2012, as submitted.

Approved Auditor/Treasurer Warrant Payment Listing

The Board, by adoption of its Consent Agenda, received and approved the warrant payment listing submitted by the Auditor/Treasurer's Office.

Approved Payment of Auditor/Treasurer Bills

The Board, by adoption of its Consent Agenda, approved payment of Auditor/Treasurer bills, as submitted.

Approved Grant to City of Kelliher from ConCon Funds

The Board, by adoption of its Consent Agenda, approved the Grant to the City of Kelliher for the cost of installation of electronic speed signs, amount not to exceed \$6,000, to come from ConCon Funds, as submitted.

Approved Joint Resolution Requesting State Disaster Aide

The Board, by adoption of its Consent Agenda, approved Joint Resolution Requesting State of Minnesota Disaster Aid Assistance for Leech Lake Band of Ojibwe, Cass County, Itasca County and Beltrami County, as submitted.

Approved Memorandum of Understanding with Paul Bunyan Transit

The Board, by adoption of its Consent Agenda, approved the Memorandum of Understanding between Beltrami County and Paul Bunyan Transit for the utilization of the Beltrami County Highway Department fueling system, as submitted.

Approved Bid Awards on SAP 004-598-018 & SAP 004-599-049

The Board, by adoption of its Consent Agenda, approved the award of bids to the Lowest responsible bidder for Highway projects SAP 004-598-018 & SAP 004-599-049 for bridge replacement and approach grading to Gladen Construction, Inc., in the amount of \$353,000.00, as submitted.

Approved Federal Supplemental Boat & Water Equipment Grant Agreement

The Board, by adoption of its Consent Agenda, approved entering into a grant agreement with MN/DNR to receive funding from the Federal Supplemental Boat and Water Equipment Grant, as submitted.

Approved Health and Human Services Monthly Child Protection Reports

The Board, by adoption of its Consent Agenda, reviewed and approved Human Services Monthly Child Protection Reports, as submitted.

Approved Health and Human Services Family Child Care Licenses

The Board, by adoption of its Consent Agenda, approved Human Services Family Child Care Licenses, as submitted.

Approved Health and Human Services Family Foster Care Licenses

The Board, by adoption of its Consent Agenda, approved Human Services Family Foster Care Licenses, as submitted.

Approved Health & Human Services Warrant Payment List

The Board, by adoption of its Consent Agenda, received and approved the warrant payment listing submitted by Health & Human Services Department.

Approved Jail Program Expansion Into Courthouse Annex

The Board, by adoption of its Consent Agenda, approved the jail program, Bemidji Area Program for Recovery (BAPR), to expand its operations and hours of operation, into the Courthouse Annex. The Board also requested a detailed accounting of the expenses to retrofit and maintain the new space.

REGULAR AGENDA

Revolving Loan Fund Request

Tiffany Fettig, from the Northern Beltrami County Revolving Loan Fund Committee, presented the recommendation for a loan to Kelliher Forest Products in an amount up to \$85,000 for working capital financing as they recover from a saw mill fire experienced last November.

A motion was made by Commissioner Vene, and seconded by Commissioner Frost, to approve a loan to Kelliher Forest Products in the amount not to exceed \$85,000 at a rate of 6% to mature November 1, 2017. Unanimously carried.

First Reading: Beltrami County 911 Ordinance - Revision of Ordinance #33 Locatable Road Naming and Structure Numbering

GIS Director, Jane Mueller, presented the Current Ordinance #33, explained the proposed changes and revisions that were submitted plus additional proposed changes/additions that have been submitted most recently.

A motion was made by Commissioner Vene, and seconded by Commissioner Lucachick to set the Public Hearing and Second Reading for the Beltrami County 911 Ordinance during the Regular County Board Meeting on October 2, 2012 and the Third and Final Reading for October 16, 2012. Unanimously carried.

Audit Contract with CliftonLarsonAllen

Auditor-Treasurer, Kay Mack, presented a three year contract from CliftonLarsonAllen for conducting the annual Beltrami County Audit commencing with the 13-31-2012 audit.

A motion was made by Commissioner Vene, and seconded by Commissioner Frost, to approve the Request for Proposals (RFP) Process for conducting the annual Beltrami County Audit commencing 12-31-12, for a three-year contract. Unanimously carried.

Commissioner Lucachick volunteered to sit on the RFP selection committee.

Administrator Selection Committee

Attorney, Tim Faver, indicated that Auditor/Treasurer Kay Mack would be resigning from the Administrator Selection Committee and that the Board should elect at least one replacement.

A motion was made by Commissioner Vene, and seconded by Commissioner Frost, to appointed NRM Director, Richard Moore and Highway Engineer, Bruce Hasbargen to the Administrator Selection Committee. Unanimously carried

COMMISSIONERS' BUSINESS

Legislative/Lobbying Issues

- Commissioner Frost reported on the upcoming AMC Policy Committee meetings.
- Commissioner Vene gave a legislative report; including there is now news from the state yet about granting storm damage relief for the July 4 storm in our area.

Commissioners' Reports

- Commissioner Vene indicated that his Board of Equalization Certification is due to expire. Commissioner Frost is the second Certified Commissioner. Two Commissioners need to be Board of Equalization Certified.
- Kitchigami Regional Library has indicated to Commissioners that they would like to add staff to the Bemidji library. Commissioners indicated that they would like the library to be put on the agenda to present at a Regular Board meeting.
- Commissioner Anderson reported that the Beltrami County Fair recorded record numbers and was overall a great success.
- Third Quarter Edition of the Beltrami County News & Highlights will be out in the Sept 2, 2012 edition of the Bemidji Pioneer.

Review Upcoming Meeting Schedule

Next regular meeting of the County Board will be September 4, 2012, in the Board Room of the County Administration Building.

MEETING ADJOURNMENT

A motion to adjourn the Board meeting at 5:25 p.m. was made by Commissioner Frost, seconded by Commissioner Vene, and unanimously carried.

Quentin Fairbanks, Chair

Kay Mack, Interim County Administrator

**TRANSCRIPT OF THE PROCEEDINGS
OF THE BELTRAMI COUNTY BOARD OF COMMISSIONERS
September 4, 2012**

The Beltrami County Board of Commissioners met in regular session on September 4, 2012, at the County Board Room, County Administration Building, Bemidji, Minnesota.

CALL TO ORDER, ROLL CALL AND PLEDGE OF ALLEGIANCE

Chair Quentin Fairbanks called the meeting to order at 5:02 p.m. Commissioners Jack Frost, Joe Vene, and Richard Anderson were present. Commissioner Jim Lucachick was excused.

GENERAL COMMENTS - BOARD CHAIR

None.

CITIZENS ADDRESSING THE BOARD

None.

APPROVAL OF AGENDA

The following items were added to the Consent Agenda:

- Approve Additional Members to the County Administrator Selection Committee
- Approve letter to DNR Requesting Cooperation on Removing Obstruction in Waterway

GENERAL BUSINESS

Approved Agenda and Amendments

A motion to approve the Agenda and Amendments was made by Commissioner Vene, seconded by Commissioner Frost, and unanimously carried.

Approved Consent Agenda

A motion to approve the Consent Agenda was made by Commissioner Anderson, seconded by Commissioner Frost, and unanimously carried.

CONSENT ITEMS

Approved Minutes

The Board, by adoption of its Consent Agenda, approved the Minutes of the Board of Commissioners Work Meeting held August

21, 2012, and the Minutes of the Board of Commissioners Regular Meeting held August 21, 2012, as submitted.

Approved Auditor/Treasurer Warrant Payment Listing

The Board, by adoption of its Consent Agenda, received and approved the warrant payment listing submitted by the Auditor/Treasurer's Office.

Approved Payment of Auditor/Treasurer Bills

The Board, by adoption of its Consent Agenda, approved payment of Auditor/Treasurer bills, as submitted.

Approved Consumer Scale Agreement with Pine Products, Inc.

The Board, by adoption of its Consent Agenda, approved the Consumer Scale Agreement between Beltrami County and Pine Products, Inc., as submitted.

Approved Grant Agreement Resolution for SAP 004-598-018

The Board, by adoption of its Consent Agenda, approved the Resolution and Grant Agreement for SAP 004-598-018:

WHEREAS, Beltrami County has applied to the Commissioner of Transportation for a grant from the Minnesota State Transportation Fund for construction of Bridge No. 04J10 and

WHEREAS, the Commissioner of Transportation has given notice that funding for this bridge is available; and

WHEREAS, the amount of the grant has been determined to be \$ 193,253.80 by reason of the lowest responsible bid;

NOW, THEREFORE, be it resolved that Beltrami County does hereby agree to the terms and conditions of the grant consistent with Minnesota Statutes, section 174.50, subdivision 5, clause (3), and will pay any additional amount by which the cost exceeds the estimate, and will return to the Minnesota State Transportation Fund any amount appropriated for the bridge but not required. The proper county officers are authorized to execute a grant agreement with the Commissioner of Transportation concerning the above-referenced grant.

Approved Health & Human Services Warrant Payment List

The Board, by adoption of its Consent Agenda, received and approved the warrant payment listing submitted by Health & Human Services Department.

Approved Additional Members to the County Administrator Selection Committee

The Board, by adoption of its Consent Agenda, approved the addition of Ron Pula and Cindy Borowski to the County Administrator Selection Committee.

Approved letter to DNR Requesting Cooperation on Removing Obstruction in Waterway

The Board, by adoption of its Consent Agenda, approved sending a letter to Lori Dowling, DNR NW Regional Director and a copy to the City of Bemidji, requesting cooperative efforts in the removal of structures in the Mississippi River between Lake Bemidji and South Lake Irving that are a hazard to boaters.

REGULAR AGENDA

Fill Casual Boat & Water Deputy Position

Sheriff Hodapp presented the request to fill a vacancy for a casual Boat & Water Deputy position.

A motion was made by Commissioner Anderson, and seconded by Commissioner Frost, to fill one Casual Boat and Water Deputy Position. Unanimously carried.

Revised Court Security Staffing Plan

Sheriff Hodapp presented a request to make a revision to the original request to add one part-time licensed deputy position. Instead, they would like to hire a casual, non-benefitted, court security deputy

A motion was made by Commissioner Frost, and seconded by Commissioner Vene, to hire a casual court security deputy, and not a part time court security deputy.

Park Legacy Grant Application Resolution

John Winter, Recreation Resource Manager, presented the Park Legacy Grant Application Resolution, which is necessary in order to apply for the \$1.7 million Park Legacy Grant for the Northland Regional Sports Park.

BE IT RESOLVED that Beltrami County act as legal sponsor for the project contained in the Park Legacy Application to be submitted in September 2012 and that Kay Mack, Beltrami County Auditor, is hereby authorized to apply to the Department of Natural Resources for funding of this project on behalf of Beltrami County.

BE IT FURTHER RESOLVED that Beltrami County has the legal authority to apply for financial assistance, and financial capability to meet the match requirement and ensure adequate construction, operation, maintenance, and replacement of the proposed project for its design life.

BE IT FURTHER RESOLVED that Beltrami County has not incurred any development costs and has not entered into a written purchase agreement to acquire the property.

BE IT FURTHER RESLOVED that Beltrami County has fee title over the land described in the site plan included in the application.

BE IT FURTHER RESOLVED that, upon approval of its application by the state, Beltrami County may enter into an agreement with the State of Minnesota

for the above-referenced project, and that Beltrami County certifies that it will comply with all applicable laws and regulations as stated in the grant agreement including dedicating the park property for uses consistent with the funding grant program into perpetuity.

NOW, THEREFORE BE IT RESOLVED that Kay Mack, Beltrami County Auditor, is hereby authorized to execute such agreements as are necessary to implement the project on behalf of the applicant.

A motion was made by Commissioner Anderson, and seconded by Commissioner Vene, to approve the Park Legacy Grant Application Resolution. Unanimously carried.

COMMISSIONERS' BUSINESS

Legislative/Lobbying Issues

- Commissioner Vene gave a reminder on the upcoming AMC Policy Meetings

Commissioners' Reports

- Commissioner Anderson gave a reminder regarding the September 18 Board Meeting to be held in Waskish with a shortened Work Session to begin at 4:00 pm.

Review Upcoming Meeting Schedule

Next regular meeting of the County Board will be September 18, 2012, in the Board Room of the County Administration Building.

MEETING ADJOURNMENT

A motion to adjourn the Board meeting at 5:16 p.m. was made by Commissioner Vene, seconded by Commissioner Frost, and unanimously carried.

Quentin Fairbanks, Chair

Kay Mack, Interim County Administrator

**TRANSCRIPT OF THE PROCEEDINGS
OF THE BELTRAMI COUNTY BOARD OF COMMISSIONERS
September 18, 2012**

The Beltrami County Board of Commissioners met in regular session on September 18, 2012, at the Waskish Town Hall, in Waskish, Minnesota.

CALL TO ORDER, ROLL CALL AND PLEDGE OF ALLEGIANCE

Chair Quentin Fairbanks called the meeting to order at 5:00 p.m. Commissioners Jack Frost, Joe Vene, Jim Lucachick and Richard Anderson were present.

GENERAL COMMENTS - BOARD CHAIR

None.

CITIZENS ADDRESSING THE BOARD

Roy Berger asked the Board to address issues of dust control/road saver. Bruce Hasbargen responded about Highway Department policy on dust control. Kay Mack responded to questions about use of Con Con funds for dust control. Suggestions were made about giving an equal share to all communities in the area.

APPROVAL OF AGENDA

The following items were added to the Consent Agenda

- Approval of Date for Joint City/County Meeting
- Approval of PILT Grant Funding Recommendations

GENERAL BUSINESS

Approved Agenda and Amendments

A motion to approve the Agenda and Amendments was made by Commissioner Vene, seconded by Commissioner Frost, and unanimously carried.

Approved Consent Agenda

A motion to approve the Consent Agenda was made by Commissioner Lucachick, seconded by Commissioner Anderson, and unanimously carried.

CONSENT ITEMS

Approved Minutes

The Board, by adoption of its Consent Agenda, approved the Minutes of the Board of Commissioners Work Meeting held September 4, 2012, and the Minutes of the Board of Commissioners Regular Meeting held September 4, 2012, as submitted.

Approved Auditor/Treasurer Warrant Payment Listing

The Board, by adoption of its Consent Agenda, received and approved the warrant payment listing submitted by the Auditor/Treasurer's Office.

Approved Payment of Auditor/Treasurer Bills

The Board, by adoption of its Consent Agenda, approved payment of Auditor/Treasurer bills, as submitted.

Approved Temporary One-Day Liquor License

The Board, by adoption of its Consent Agenda, approved a one-day, temporary liquor license to Lazy Jacks to provide for a wedding reception at the Beltrami County Fairgrounds on September 21, 2012.

Approved Unorganized Township Levies

The Board, by adoption of its Consent Agenda, approved the levies recommended by the Auditor/Treasurer, for unorganized townships, as submitted.

Approved Towards Zero Deaths Grant and Resolution

The Board, by adoption of its Consent Agenda, approved the Towards Zero Deaths Resolution and accepted the Grant from the Office of Traffic Safety, MN Dept of Public Safety.

Be it resolved that Beltrami County Sheriff's Office on behalf of the Beltrami County Safe Neighborhoods Team enter into a grant agreement with the Minnesota Department of Public Safety, Office of Traffic Safety for the project entitled 2103 Toward Zero Deaths (TZD) Safe Roads during the period from October 1, 2012 through September 30, 2014.

The Sheriff, Phil Hodapp is hereby authorized to execute such agreements and amendments as are necessary to implement the project on behalf of the Beltrami County Safe Neighborhoods Team and to be the fiscal agent and administer the grant.

Approved Final Pay Voucher SAP 004-648-001/029-603-009

The Board, by adoption of its Consent Agenda, approved the Final Pay Vouchers for SAP 004-648-001/029-603-009, a joint project with Hubbard County for grading and aggregate surfacing, as submitted.

Approved Health & Human Services Family Child Care Licenses

The Board, by adoption of its Consent Agenda, approved Family Child Care Licenses as submitted.

Approved Family Foster Care Licenses

The Board, by adoption of its Consent Agenda, approved Family Foster Care Licenses as submitted.

Approved Health & Human Services Warrant Payment List

The Board, by adoption of its Consent Agenda, received and approved the warrant payment listing submitted by Health & Human Services Department.

Approved Date for Joint City/County Meeting

The Board, by adoption of its Consent Agenda, approved the joint Beltrami County Board/Bemidji City Council meeting for October 2, 2012 at 5:30 pm.

Approved PILT Grant Funding Recommendations

The Board, by adoption of its Consent Agenda, approved the funding recommendations of \$161,450 made by the citizen committee for 2012/2013 distribution of the 15% PILT Fund, as submitted.

REGULAR AGENDA

Public Meeting & Resolution for Revocation of a Portion of Right-of-Way from Old CSAH #40

Chairman Fairbanks opened the public hearing at 5:12 pm

Township Board Chair, Ray Burger, commented on the condition of the road being turned over to the township. Mr. Burger agreed that the township would accept the road and maintain it.

Closed public hearing at 5:20 pm

Highway Engineer, Bruce Hasbargen, presented the Resolution to formally revoke a portion of a road previously known as CSAH 40. This section of CSAH 40 was part of a realignment and re-designated of County Road 112. The section to be formally reverted to Waskish Township is now known as a part of Waskish Rd and Homestead Park Rd.

WHEREAS: This section of road was previously part of what was known as County State Aid Highway 40.

WHEREAS: This section of road was revoked as a County State Aid Highway in 2002, County Resolution No. 02-02-07

WHEREAS: The remainder of County State Aid Highway 40 (excluding the description below) was re-designated in 2003 to County Road 112, County Resolution No. 03-12-50

WHEREAS: Beltrami County does not require this section of road in order to maintain the County road system.

WHEREAS: This section of road is within Waskish Township and is being maintained by Waskish Township.

WHEREAS: Minnesota Statutes 163.11 provides for the revocation and reversion of road jurisdiction to the township in which it is located.

NOW THEREFORE, BE IT RESOLVED: by the County Board of Commissioners of the County of Beltrami that the following described road shall be and is hereby revoked and shall revert directly to Waskish Township, as provided by Minnesota Statutes 163.11, subd. 5:

THAT PART OF OLD COUNTY STATE AID HIGHWAY 40 DESCRIBED AS FOLLOWS

Beginning at a point, said point being the Northeast corner of Section 5, Township 154 North, Range 30 West; thence South along the East line of said Section 5 to the Southeast corner of said Section 5, Township 154 North, Range 30 West, said corner also being the Northeast corner of Section 8, Township 154 North, Range 30 West; thence continuing South along the East line of Section 8 for an approximate distance of 730 feet; thence westerly for an approximate distance of 590 feet to the junction of State Highway No. 72, and there terminating; and

Beginning at a point on or near east line of Section 5, Township 154 North, Range 30 West at a distance of 357 feet, more or less, northerly of the Southeast corner of said Section 5; thence southerly, southwesterly and westerly a distance of 780 feet, more or less, to the easterly shoulder of State Highway No. 72 and there terminating; and

Beginning at a point on or near the east line of Section 8, Township 154 North, Range 30 West at a distance of 113 feet, more or less, southerly of the Northeast corner of said Section 8; thence northerly and northwesterly along a curve to the left and the northwesterly tangent of said curve a distance of 250 feet, more or less, to the intersection with the centerline of former County State Aid Highway No. 40 described above and there terminating.

A motion was made by Commissioner Vene, and seconded by Commissioner Lucachick, to approve the Resolution to revoke part of the Right-of-Way for Old CSAH 40 to Waskish Township (now known as a portion of Waskish Rd NE and Homestead Park Rd NE). Unanimously carried.

Set Date and Time for Abatement Hearings

Environmental Services Director, Bill Patnaude, presented information and request on behalf of Environmental Services Department and County Attorney's Office, to set a Public Hearing date for Public Health Abatements of Michael Bohan and Carol Schmidt.

A motion was made by Commissioner Lucachick, and seconded by Commissioner Anderson, to set the Public Hearing date and time of October 22, 2012, 5:10 pm & 5:30 pm for Public Health Abatements for the cost of cleanup to be a special assessment on real estate taxes of the individual parcels of Michael Bohan and Carol Schmidt. Unanimously carried.

Approval of 2013 Employee Insurance Rates and Plans

Human Resource Director, Linda Tran, presented the 2013 employee insurance benefits from the Northwest Service Coop. Changes included in the 2013 plan are 1) Addition of a \$5000 deductible HSA/VEBA Health Insurance Plan 2) Health Insurance Rate increase of 20.1% 3) 2013 Group Senior Gold rate reduction to \$309.50/month 4) Dental rates at 8% increase 5) No change in short term disability and 6) no change to accidental death and disability.

A motion was made by Commissioner Anderson, and seconded by Commissioner Frost, to approve the 2013 employee insurance plan which includes 1) adding the \$5000 deductible HSA/VEBA Health Insurance Plan, 2) health insurance rate increase of 20.1% 3) Group Senior Gold rate of \$309.50/month and 4) dental rates at 8% increase. Unanimously carried.

Fill One Full-Time Eligibility Specialist Position

Economic Assistance Division Director, John Pugleasa, submitted a request to fill one full-time Eligibility Specialist Position vacated due to a retirement.

Commissioner Anderson suggested the County Board review the policy for having every position opening coming before the Board. Suggestion was that a policy review be brought before the Board at the next regular meeting.

A motion was made by Commissioner Vene, and seconded by Commissioner Anderson, to fill one full-time Eligibility Specialist Position by internal/external posting, and any subsequent vacancies that may occur as a result. Unanimously carried.

Fill One Part-Time Home Health Aide Position

Public Health Division Director, Linda Yourczek, submitted a request to fill one part-time non-benefitted Home Health Aide Position vacated due to a retirement.

A motion was made by Commissioner Lucachick, and seconded by Commissioner Frost, to fill one part-time non-benefitted Home Health Aide Position by internal/external posting. Unanimously carried.

Fill One Full-Time Highway Maintenance II Position

Highway Engineer, Bruce Hasbargen, presented a request to fill one full-time Maintenance II Position recently vacated.

A motion was made by Commissioner Frost, and seconded by Commissioner Anderson, to fill one full time Highway Maintenance II Position by internal/external posting, and any subsequent vacancies that may occur as a result. Unanimously carried.

Fill One Casual Bailiff Position

Chief Deputy Ernie Beitel, submitted a request to fill one Casual Bailiff Position vacated due to a resignation.

A motion was made by Commissioner Vene, and seconded by Commissioner Lucachick, to fill one Casual Bailiff Position by internal/external posting. Unanimously carried.

Closed Session - Labor Negotiations

Closed Session opened at 5:40 pm.

Closed Session closed at 5:58 pm

COMMISSIONERS' BUSINESS

Legislative/Lobbying Issues

- Commissioner Vene reported on status of Veteran's Home
- AMC Conference in December, will be attended by four commissioners and ESD Director, Bill Patnaude

Commissioners' Reports

- Commissioner Vene reported next Administrator Search Committee Meeting date is Sept. 20
- Commissioner Frost talked about invasive species forum being hosted by the Chamber of Commerce. Commissioner

Vene also noted that there will also be a forum on invasive species at the AMC annual conference

Review Upcoming Meeting Schedule

Next regular meeting of the County Board will be October 2, 2012, in the Board Room of the County Administration Building.

MEETING ADJOURNMENT

A motion to adjourn the Board meeting at 6:10 p.m. was made by Commissioner Vene, seconded by Commissioner Frost, and unanimously carried.

Quentin Fairbanks, Chair

Kay Mack, Interim County Administrator

**TRANSCRIPT OF THE PROCEEDINGS
OF THE BELTRAMI COUNTY BOARD OF COMMISSIONERS
October 2, 2012**

The Beltrami County Board of Commissioners met in regular session on October 2, 2012, at the County Board Room, County Administration Building, Bemidji, Minnesota.

CALL TO ORDER, ROLL CALL AND PLEDGE OF ALLEGIANCE

Chair Quentin Fairbanks called the meeting to order at 5:00 p.m. Commissioners Jack Frost, Joe Vene, Jim Lucachick and Richard Anderson were present.

GENERAL COMMENTS - BOARD CHAIR

None.

CITIZENS ADDRESSING THE BOARD

Duane Ebbighausen, County Assessor and resident of Port Hope Township updated the board on the mortgage fraud case brought against Ed Detwiler by the Criminal Division of the IRS approximately 4 years ago. Mr. Detwiler pleaded guilty this week, to mortgage fraud and is awaiting sentencing.

Representative for the Graciaschoir presented an invitation to Commissioners and all county residents, to the Cantata Christmas to be performed at the Bemidji High School on October 6, 2012.

APPROVAL OF AGENDA

There were no additions or corrections to the agenda.

GENERAL BUSINESS

Approved Agenda and Amendments

A motion to approve the Agenda and Amendments was made by Commissioner Vene, seconded by Commissioner Frost, and unanimously carried.

Approved Consent Agenda

A motion to approve the Consent Agenda was made by Commissioner Frost, seconded by Commissioner Lucachick, and unanimously carried.

CONSENT ITEMS

Approved Minutes

The Board, by adoption of its Consent Agenda, approved the Minutes of the Board of Commissioners Work Meeting held August 21, 2012, and the Minutes of the Board of Commissioners Regular Meeting held August 21, 2012, as submitted.

Approved Auditor/Treasurer Warrant Payment Listing

The Board, by adoption of its Consent Agenda, received and approved the warrant payment listing submitted by the Auditor/Treasurer's Office.

Approved Payment of Auditor/Treasurer Bills

The Board, by adoption of its Consent Agenda, approved payment of Auditor/Treasurer bills, as submitted.

Approved Attendance of Transportation Research Board in Washington DC

The Board, by adoption of its Consent Agenda, approved the Highway Engineer to attend the Transportation Research Board in Washington, D.C. All costs are paid by the Local Road Research Board.

Approved Revised Highway Drug and Alcohol Policy

The Board, by adoption of its Consent Agenda, approved the revised Highway Drug and Alcohol Policy, as submitted.

Approved Proposed 2013 Ditch Levies

The Board, by adoption of its Consent Agenda, approved the 2013 ditch levies, as submitted.

Approved Bridge Bonding Funds Resolution for SP 004-639-013

The Board, by adoption of its Consent Agenda, approved the Bridge Bonding Funds Resolution for SP 004-639-013:

WHEREAS, Beltrami County has applied to the Commissioner of Transportation for a Bridge Bonding Grant for a bridge project over the Turtle River; and

WHEREAS, the Commissioner of Transportation has given notice that funding for this project is available; and

WHEREAS, the amount of the Bridge Bond has been determined to be \$ 157,305.65 by approval of funding;

NOW THEREFORE, be it resolved that Beltrami County does hereby agree to the terms and conditions of the grant, and will pay any additional amount by which the cost exceeds the estimate, and will return to the Minnesota State Transportation Fund any amount appropriated for the project but not required.

Approved Participation in NW Service Coop Wellness Institute Services Program

The Board, by adoption of its Consent Agenda, approved the Model Personnel Policy for the Wellness Pilot Program and authorized the Board to sign the letter of agreement for Wellness Institute Services, as submitted.

Approved Contract Amendment with Eldercare of Bemidji, Inc.

The Board, by adoption of its Consent Agenda, approved the contract amendment - Eldercare of Bemidji, Inc., effective October 15, 2012, as submitted.

Approved Health & Human Services Warrant Payment List

The Board, by adoption of its Consent Agenda, received and approved the warrant payment listing submitted by Health & Human Services Department.

REGULAR AGENDA

Public Hearing: Beltrami County 911 Ordinance

GIS Director, Jane Mueller, presented the Revision of Ordinance #33, Locatable Road Naming and Structure Numbering. Revisions include the name change to Beltrami County 911 Ordinance to better reflect what the Ordinance pertains to.

Chairman Fairbanks opened the Public Hearing at 5:09 pm

Peggy Curtis of Liberty Township, spoke in support of the Beltrami County 911 Ordinance.

Chairman Fairbanks closed the Public Hearing at 5:11 pm

2013 Proposed Tax Levy

Auditor/Treasurer, Kay Mack presented the 2013 Proposed Tax Levy Resolution:

BE IT RESOLVED that the Beltrami County Board of Commissioners do hereby approve the Preliminary 2013 County Budget, as submitted, and do hereby set the 2013 Proposed Property Tax Levy at a 0% increase, as follows:

	2010	2011	2012	2013	\$ Change	% Change
Regular Levies						
(Operations)						
Revenue Fund	\$7,466,840	\$7,635,040	\$8,240,040	\$7,826,701	-\$413,339	-5.02%
Human Services	\$5,465,000	\$5,419,126	\$5,419,126	\$6,380,184	\$961,058	17.73%
Road a & Bridge	\$2,173,186	\$2,107,347	\$2,107,347	\$2,174,425	\$67,078	3.18%
PERA Increase Levy	\$39,500	\$39,500	\$39,500	\$39,500	\$0	0.00%
	\$15,144,526	\$15,201,013	\$15,806,013	\$16,420,810	\$614,797	3.89%
Debt Service Levies:						
Jail Debt Service	\$300,000	\$0				
LEC Debt Service	\$300,000	\$350,000	\$330,000	\$275,000	-\$55,000	-16.67%
Judicial Center	\$280,000	\$350,000	\$350,000	\$340,203	-\$9,797	-2.80%
CSC Debt Service	\$450,000	\$450,000	\$450,000	\$450,000	\$0	0.00%
CAB Debt Service	\$500,000	\$550,000	\$550,000	0	-\$550,000	-100.00%
	\$1,830,000	\$1,700,000	\$1,680,000	\$1,065,203	-\$614,797	-36.60%
	\$16,974,526	\$16,901,013	\$17,486,013	\$17,486,013	\$0	0.00%

BE IT FURTHER RESOLVED that the Beltrami County Board of Commissioners do hereby schedule a Public Hearing to receive public comment on the 2012 Proposed Beltrami County Budget, said Public Hearing to be held on Tuesday, December 4, 2012, at 6:00 pm in the County Board Room.

A motion was made by Commissioner Vene, and seconded by Commissioner Anderson to approve the 2013 property tax levy, as submitted. Unanimously carried.

Commissioner Frost noted that to balance the levy at 0%, county reserves would be used and this may contribute to future levy increases.

COMMISSIONERS' BUSINESS

Legislative/Lobbying Issues

- Commissioner Vene gave an update on AMC policy committee meetings

Commissioners' Reports

- Commissioner Lucachick reported on the airport authority meeting and discussions regarding the lease renewal negotiations.
- Commissioner Fairbanks requested investigation into rumors he has heard regarding an upcoming Army Corps of Engineers project in our area. Commissioner Frost will investigate.

Review Upcoming Meeting Schedule

Next regular meeting of the County Board will be October, 16, 2012, in the Board Room of the County Administration Building.

MEETING ADJOURNMENT

A motion to adjourn the Board meeting at 5:24 p.m. was made by Commissioner Lucachick, seconded by Commissioner Vene, and unanimously carried.

Quentin Fairbanks, Chair

Kay Mack, Interim County Administrator

**TRANSCRIPT OF THE PROCEEDINGS
OF THE BELTRAMI COUNTY BOARD OF COMMISSIONERS
October 16, 2012**

The Beltrami County Board of Commissioners met in regular session on October 16, 2012, at the County Board Room, County Administration Building, Bemidji, Minnesota.

CALL TO ORDER, ROLL CALL AND PLEDGE OF ALLEGIANCE

Chair Quentin Fairbanks called the meeting to order at 5:00 p.m. Commissioners Jack Frost, Joe Vene, Jim Lucachick and Richard Anderson were present.

GENERAL COMMENTS - BOARD CHAIR

None.

CITIZENS ADDRESSING THE BOARD

- Georgia Downwind, Redby resident and former Beltrami County employee addressed the Board with concerns regarding the Income Maintenance Division of Health & Human Services new case banking process and the closing of the Redby office. She stated that the Red Lake People are feeling a tremendous impact due to the closing of the Redby Office and they are being treated poorly in the Bemidji office. She would very much like to see the Board pursue the idea of an independent audit/review of the division. Commissioner Fairbanks suggested Ms Downwind get names and contact information to him for individuals in emergency need of assistance and he would look into their case.
- Carol Charnowsky, employee in Red Lake Health Division office located in Bemidji, spoke to the frustration she has encountered with clients trying to access program assistance and never getting through to a live person on the phone lines and never receiving calls back when messages are left. Also, long lines and waiting at the office in Bemidji.
- Audrey Thayer, County Resident and past employee of Beltrami County stated that in her opinion the new system (case banking) is being poorly handled and is a difficult and cumbersome system. She has been receiving many complaints from both clients and disgruntled County employees.
- Wendy Johnson, County Resident and former employee of Beltrami County said that she resigned from the County in

July due to stress on the job working for the Health & Human Services Income Maintenance Division.

- Elsie Strong, current Beltrami County Employee who answers phone lines in Income Maintenance Division says she receives hundreds of calls every day. She does not see case banking getting any better in the future.

APPROVAL OF AGENDA

The following Items were added to the Consent Agenda:

- Approval to set deadline for Development Fund Grant Applications to December 6, 2012
- Approval of Resolution to set fair market price for MSW for 2013

The following item was added to the Regular Agenda:

- Reinstate Sergeant Investigator Position in 2013 and fund the difference in pay from Deputy to Investigator from forfeiture revenues.

GENERAL BUSINESS

Approved Agenda and Amendments

A motion to approve the Agenda and Amendments was made by Commissioner Vene, seconded by Commissioner Frost, and unanimously carried.

Approved Consent Agenda

A motion to approve the Consent Agenda was made by Commissioner Lucachick, seconded by Commissioner Anderson, and unanimously carried.

CONSENT ITEMS

Approved Minutes

The Board, by adoption of its Consent Agenda, approved the Minutes of the Board of Commissioners Work Meeting held October 2, 2012, and the Minutes of the Board of Commissioners Regular Meeting held October 2, 2012, as submitted.

Approved Auditor/Treasurer Warrant Payment Listing

The Board, by adoption of its Consent Agenda, received and approved the warrant payment listing submitted by the Auditor/Treasurer's Office.

Approved Payment of Auditor/Treasurer Bills

The Board, by adoption of its Consent Agenda, approved payment of Auditor/Treasurer bills, as submitted.

Approved Per Diem List Updates

The Board, by adoption of its Consent Agenda, approved the additional committees listed be added to the Commissioners Per Diem list, as well as any future Commissioner appointments if designated as eligible for per diem.

Approved Special Assessments on Commercial Delinquent Accounts for Solid Waste Management Program

The Board, by adoption of its Consent Agenda, certified the Commercial Delinquent Accounts list for Solid Waste Management Program as submitted by the Auditor/Treasurer.

Approved Permanent Appointment Status to Leadership Transition Positions in Sheriff's Office

The Board, by adoption of its Consent Agenda, approved the permanent appointment status of the new Chief Deputy, and the subsequent promotions that occur. This means they will earn benefits from the time of the promotion, as submitted.

Approved Public Hearing Date Change for Abatement Hearings

The Board, by adoption of its Consent Agenda, approved the new public hearing date for Public Health Abatement orders for Carol Schmidt and Michael Bohan to October 30, 2012, as submitted.

Approved Health & Human Services Child Protection Reports

The Board, by adoption of its Consent Agenda, approved the Health & Human Services monthly child protection reports, as submitted

Approved Health & Human Services Child Care Licenses

The Board, by adoption of its Consent Agenda, approved the Health & Human Services Child Care Licenses, as submitted.

Approved Health & Human Services Family Foster Care Licenses

The Board, by adoption of its Consent Agenda, approved the Health & Human Services Family Foster Care Licensing, as submitted.

Approved Health & Human Services Warrant Payment List

The Board, by adoption of its Consent Agenda, received and approved the warrant payment listing submitted by Health & Human Services Department.

Approved Deadline for Development Fund Grant Applications to December 6, 2012

The Board, by adoption of its Consent Agenda, approved changing the deadline for submission of Development Fund Grant Applications to December 6, 2012.

Approved Resolution to Set Fair Market Price for MSW for 2013

The Board, by adoption of its Consent Agenda, approved the MSW Fair Price per ton for Solid Waste Management Tax (SWMT) Resolution for 2013:

WHEREAS, MS 297H.02 requires certain political subdivisions to identify by resolution a market price for solid waste management tax purposes if the political subdivision subsidizes the cost of Municipal Solid Waste (MSW) disposal at a facility or directly bills for organized collection of MSW on real estate property tax statements; and

WHEREAS, the political subdivision will be liable for any Solid Waste Management Tax (SWMT) base on the market price identified by Resolution; and

WHEREAS, market price is defined in State Statute as the lowest viable market price available in the area; and

WHEREAS, the County of Beltrami declares the market price for all MSW generated in Beltrami County to be \$39.72 per ton based upon the lowest price available in the area. Beltrami County's identified market price includes both cost per ton for transportation and the cost per ton for disposal, assuming disposal at the Fargo Landfill. All costs were calculated using current hauling and tip fee rates offered in the region.

Price is the same as 2012 and will be through 2014, however the County is still required to send a Board Resolution to MPCA each year.

REGULAR AGENDA

Third Reading and Adoption of Beltrami County 911 Ordinance

Chairman Fairbanks called for the 3rd Reading of Ordinance #33 Beltrami County 911 Ordinance.

GIS Director, Jane Mueller, presented the final draft of the revision of Ordinance #33 Locatable Road Naming and Structure Numbering.

A motion was made by Commissioner Vene, and seconded by Commissioner Anderson to approve the 3rd Reading of Ordinance #33 Beltrami County 911 Ordinance. Unanimously carried.

A motion was made by Commissioner Lucachick, and seconded by Commissioner Vene, to adopt the new Ordinance #33 Beltrami County 911 Ordinance. Unanimously carried.

Emergency Management & Homeland Security EMPG Grant and Resolution

Emergency Management Director, Beryl Wernberg presented the Resolution authorizing execution of the grant agreement with the State of MN Office of Homeland Security and Emergency Management in the amount of \$31,819 to promote and sustain the emergency management program. This grant requires a 50% match that has been budgeted for.

BE IT RESOLVED that Beltrami County Sheriff's Office of Emergency Management Team enter into a grant agreement with the Minnesota Department of Public Safety, Homeland Security and Emergency Management for the EMPG 2012 Grant agreement Jan 1, 2012-December 31, 2012.

A motion was made by Commissioner Vene, and seconded by Commissioner Anderson to adopt the Resolution and EMPG Grant Agreement. Unanimously carried.

Code Red Reverse 911 Emergency Notification System

Emergency Management Director, Beryl Wernberg and Sheriff Phil Hodapp, presented the request to purchase the Code Red emergency notification system, a web based system that will allow the Sheriff's Office to provide instant notifications regarding emergency evacuations, dangerous criminals in a neighborhood, hazardous materials spills, and weather notification to our citizens as well as to contact emergency personnel as necessary. Annual cost is \$16,538.00 to be budgeted from 911 funds.

A motion was made by Commissioner Frost, and seconded by Commissioner Anderson, to purchase the Code Red emergency notification system for an annual cost of \$16,538.00. Unanimously carried.

Administrator Search Process Update

Human Resource Director, Linda Tran, presented an update on the administrator search process. Three of the four finalists will be scheduled to interview with the full County Board and present to a panel of County Department heads and leadership personnel. Ms. Tran will coordinate a date for these meetings with Commissioners, candidates and Dave Unmacht of Springsted.

Reinstate Sergeant Investigator Position in 2013

Sheriff Hodapp presented his plans for restructuring within the Investigative Division which would include promote a deputy to Investigator in the Investigations Division, and reinstating the

Investigative Sergeant position that has been left vacant for several years. The budget does not include salary for this level, but does include the deputy position. Mr. Hodapp would like to fill the Investigator Sergeant position and fund the difference in pay from Deputy to Investigator from forfeiture revenues.

A motion was made by Commissioner Vene, and seconded by Commissioner Anderson, to reinstate the Investigations Sergeant position and funding the difference between a Deputy Position and Investigative Sergeant Position with funds from forfeitures, in the amount of \$8,257.60 for 2013. Carried 4:1 vote. Commissioners Vene, Frost, Fairbanks and Anderson voting Yes. Commissioner Lucachick voting No.

COMMISSIONERS' BUSINESS

Legislative/Lobbying Issues

- Commissioner Vene gave an AMC Policy Committee Meeting update

Commissioners' Reports

- Upcoming AMC District 2 meeting

Review Upcoming Meeting Schedule

Next regular meeting of the County Board will be October 30, 2012, in the Board Room of the County Administration Building.

MEETING ADJOURNMENT

A motion to adjourn the Board meeting at 5:55 p.m. was made by Commissioner Frost, seconded by Commissioner Lucachick, and unanimously carried.

Quentin Fairbanks, Chair

Kay Mack, Interim County Administrator

**TRANSCRIPT OF THE PROCEEDINGS
OF THE BELTRAMI COUNTY BOARD OF COMMISSIONERS
October 30, 2012**

The Beltrami County Board of Commissioners met in regular session on October 30, 2012, at the County Board Room, County Administration Building, Bemidji, Minnesota.

CALL TO ORDER, ROLL CALL AND PLEDGE OF ALLEGIANCE

Chair Quentin Fairbanks called the meeting to order at 5:00 p.m. Commissioners Jack Frost, Joe Vene, Jim Lucachick and Richard Anderson were present.

GENERAL COMMENTS - BOARD CHAIR

Welcome

CITIZENS ADDRESSING THE BOARD

Tom Kummrow from MN Department of Public Safety, Office of Traffic Safety, presented an award to the Beltrami County Sheriff's Department for their outstanding work on the Towards Zero Deaths Campaign. Accepting the radar equipment awarded, were Sheriff Phil Hodapp, Deputy Sheriff Ernie Beitel and Deputy Scott Winger.

Alfrieda Sayers, an employee from the Red Lake Hospital and Hilda Cook, a citizen receiving services from Beltrami County, addressed the board regarding Hilda's health care services. Commissioners ask John Pugleasa, Economic Assistance Division Director of Health & Human Services, who was present in the audience, to look into the matter. He agreed.

APPROVAL OF AGENDA

The following items were added to the Consent Agenda:

- Approval of the equipment awarded by MN Dept of Public Safety to Sheriff's Dept for Towards Zero Deaths Campaign
- Approval of RFP for File Management Software for Health & Human Services Department.

GENERAL BUSINESS

Approved Agenda and Amendments

A motion to approve the Agenda and Amendments was made by Commissioner Vene, seconded by Commissioner Anderson, and unanimously carried.

Approved Consent Agenda

A motion to approve the Consent Agenda was made by Commissioner Lucachick, seconded by Commissioner Frost, and unanimously carried.

CONSENT ITEMS

Approved Minutes

The Board, by adoption of its Consent Agenda, approved the Minutes of the Board of Commissioners Work Meeting held October 16, 2012, and the Minutes of the Board of Commissioners Regular Meeting held October 16, 2012, as submitted.

Approved Auditor/Treasurer Warrant Payment Listing

The Board, by adoption of its Consent Agenda, received and approved the warrant payment listing submitted by the Auditor/Treasurer's Office.

Approved Payment of Auditor/Treasurer Bills

The Board, by adoption of its Consent Agenda, approved payment of Auditor/Treasurer bills, as submitted.

Approved Juvenile Center Host County Contract

The Board, by adoption of its Consent Agenda, approved the 2013 Host County Agreement with Northwestern Minnesota Juvenile Center, as submitted.

Approved County Assessor Re-Appointment

The Board, by adoption of its Consent Agenda, approved the Re-appointment of Duane Ebbighausen to the position of Beltrami County Assessor for a term beginning January 1, 2013.

Approved Bock Easement request in Maple Ridge Township

The Board, by adoption of its Consent Agenda, approved the easement request from Darren A. Bock for a right-of-way easement in Maple Ridge Township for ingress and egress to his property, as submitted.

Approved Final Pay Voucher SP 004-608-009

The Board, by adoption of its Consent Agenda, approved the final pay vouchers for project on CSAH 8, SP 004-608-009, as submitted.

Approved Filling One Part-Time Home Health Aide Position

The Board, by adoption of its Consent Agenda, approved filling of one Part-Time benefitted Home Health Aide Position.

Approved Health & Human Services Warrant Payment List

The Board, by adoption of its Consent Agenda, received and approved the warrant payment listing submitted by Health & Human Services Department.

Approved Equipment Awarded by MN Dept of Public Safety to Sheriff's Dept for Towards Zero Deaths Campaign

The Board, by adoption of its Consent Agenda, approved the acceptance of radar detection equipment from MN Department of Public Safety to the Beltrami County Sheriff's Office for their outstanding work on the Towards Zero Deaths Campaign.

Approved RFP for File Management Software for Health & Human Services Department

The Board, by adoption of its Consent Agenda, approved the Request For Proposals (RFP) for file management software that will provide much improved efficiencies for Case Banking and all human services functions.

REGULAR AGENDA

Public Hearing: Public Health Abatement Orders of Schmidt/Brown and Bohan

Board Chairman Fairbanks, opened the public hearing for the abatement order on parcel 15.00254.00 and submitted the testimony of Carol Schmidt, as stated during the Citizens Addressing the Board portion of the Board Meeting:

Carol Schmidt, property owner at 15.00254.00, requested the abatement be removed and she be allowed to move back onto her property and cleanup/fix-up herself. She stated that people have been stealing things since she was forced to evacuate. She stated that she was capable of cleaning up and fixing up her property and it wasn't that bad.

The Public Hearing was closed.

Environmental Services Director, Bill Patnaude presented the abatement order on Carol Schmidt and Janice Brown, tax parcel 15.00254.00, Grant Valley Township, and provided background information and photographs of the property and its condition. Several thousand dollars have already been spent on starting to clean up the property and removal of over 100 dogs. There is also no running water or sewer system in working condition on the property.

A motion was made by Commissioner Anderson, and seconded by Commissioner Frost, to proceed with the abatement order on 4584

Grant Valley Rd NW, Bemidji, MN, Parcel 15.00254.00.
Unanimously carried.

Abatement order on Michael Bohan, tax parcel 16.00337.00, Hagali Township was removed from the agenda.

Disbursement of 2009 County Aid Payment to Red Lake Band of Chippewa Indians, Red Lake Nation for Implementation of Fostering Connections to Success & Increasing Adoption Act of 2008

Health & Human Services Director, Mary Marchel, and Red Lake Family and Children's Services Executive Director, Paula Woods, presented the Agreement between Red Lake Nation and Beltrami County for the transfer of one-time County Aid funding from Beltrami County to The Red Lake Nation for the purpose of bringing the Red Lake Family and Children Services program into compliance with IV-E State Requirements in the amount of \$500,000.

Upon Commissioner's request, Paula Woods elaborated on the IV-E funding services and requirements.

A motion was made by Commissioner Vene, and seconded by Commissioner Anderson, to authorize disbursement of the \$500,000 payment to the Red Lake Band of Chippewa Indians, Red Lake Nation per State Law and Regulation. Unanimously carried.

COMMISSIONERS' BUSINESS

Legislative/Lobbying Issues

- Commissioners gave updates on their AMC Policy Committee assignments

Commissioners' Reports

None at this time.

Review Upcoming Meeting Schedule

Next regular meeting of the County Board will be November 20 2012, in the Board Room of the County Administration Building.

MEETING ADJOURNMENT

A motion to adjourn the Board meeting at 5:45 p.m. was made by Commissioner Frost, seconded by Commissioner Vene, and unanimously carried.

Quentin Fairbanks, Chair

Kay Mack, Interim County Administrator

**TRANSCRIPT OF THE PROCEEDINGS
OF THE BELTRAMI COUNTY BOARD OF COMMISSIONERS
November 11, 2012**

The Beltrami County Board of Commissioners met in special session on November 11, 2012, at the County Commissioners Conference Room, County Administration Building, Bemidji, Minnesota.

CLOSED SESSION to discuss labor negotiation strategies held at 10:30 am.

CALL TO ORDER, ROLL CALL AND PLEDGE OF ALLEGIANCE

Chair Quentin Fairbanks called the regular session meeting to order at 11:00 a.m. Commissioners Jack Frost, Joe Vene, Jim Lucachick and Richard Anderson were present.

GENERAL COMMENTS - BOARD CHAIR

None.

CITIZENS ADDRESSING THE BOARD

None.

REGULAR AGENDA

Chairman Fairbanks stated the purpose of the meeting: to discuss the applicants for County Administrator and then entertain a motion to offer the job to one of the candidates, conditioned on passing the usual background checks and agreeing to terms of employment. Commissioner Fairbanks also stated his hope that the board could make a unanimous decision if at all possible.

Chairman Fairbanks then opened the floor for discussion. Each Commissioner stated his opinion on the candidates and why he felt that way.

Commissioner Anderson made a motion and Commissioner Frost Seconded to make a conditional offer to Kay Mack for the position of County Administrator, pending background checks and terms of employment. Unanimously carried on roll call vote.

Commissioners Vene and Lucachick will work with staff to negotiate the contract and salary agreement with Kay Mack to be presented at the November 20, 2012 Regular Board Meeting.

MEETING ADJOURNMENT

A motion to adjourn the Board meeting at 11:14 p.m. was made by Commissioner Vene, seconded by Commissioner Frost, and unanimously carried.

Quentin Fairbanks, Chair

**TRANSCRIPT OF THE PROCEEDINGS
OF THE BELTRAMI COUNTY BOARD OF COMMISSIONERS
November 20, 2012**

The Beltrami County Board of Commissioners met in regular session on November 20, 2012, at the County Board Room, County Administration Building, Bemidji, Minnesota.

CALL TO ORDER, ROLL CALL AND PLEDGE OF ALLEGIANCE

Chair Quentin Fairbanks called the meeting to order at 5:00 p.m. Commissioners Jack Frost, Joe Vene, Jim Lucachick and Richard Anderson were present.

GENERAL COMMENTS - BOARD CHAIR

Welcome to AFSME employees in the audience.

CITIZENS ADDRESSING THE BOARD

None.

APPROVAL OF AGENDA

The following item was added to the Consent Agenda:

- Approval of 2013 Remonumentation Project and RFP's

The following item was added to the Regular Agenda:

- Approval of County Administrator Employment Agreement

GENERAL BUSINESS

Approved Agenda and Amendments

A motion to approve the Agenda and Amendments was made by Commissioner Vene, seconded by Commissioner Anderson, and unanimously carried.

Approved Consent Agenda

A motion to approve the Consent Agenda was made by Commissioner Frost, seconded by Commissioner Anderson, and unanimously carried.

CONSENT ITEMS

Approved Minutes

The Board, by adoption of its Consent Agenda, approved the Minutes of the Board of Commissioners Work Meeting held October 30 21, 2012, the Minutes of the Board of Commissioners Regular

Meeting held October 30, 2012, and the minutes of the Special Meeting held November 11, 2012, as submitted.

Approved Auditor/Treasurer Warrant Payment Listing

The Board, by adoption of its Consent Agenda, received and approved the warrant payment listing submitted by the Auditor/Treasurer's Office.

Approved Payment of Auditor/Treasurer Bills

The Board, by adoption of its Consent Agenda, approved payment of Auditor/Treasurer bills, as submitted.

Approved Snowmobile & Cross Country Ski Trail Sponsorship Resolution for 2013

The Board, by adoption of its Consent Agenda, approved the Snowmobile & Cross Country Ski Trail Sponsorship Resolution 2013:

WHEREAS, Beltrami County supports the applications for Grant in Aid funding for Snowmobile/Cross Country Ski/OHV Trails operated as Beltrami County Ski Trails, Big Red Lake Bog, Border Trails, Lost River Trails, Fourtown-Grygla OHV, North Country Trail, Northland Trail, Paul Bunyan Trail, Becida Trail, North Country S Club (Paul Bunyan State Trail) and Wapita WMA Trail and

WHEREAS, Beltrami County will enter into grant agreements with the state for each trail project and will serve as fiscal agent in each grant,

THEREFORE BE IT RESOLVED that Beltrami County endorses applications made for maintenance, capital equipment or other projects applied for by each club to the Trails and Waterways Division of the Minnesota Department of Natural Resources for Grant in Aid Funding for 2013.

Approved Liquor, Pawn and Tobacco License Renewals

The Board, by adoption of its Consent Agenda, approved the renewal of liquor, pawn and tobacco licenses as submitted by the Auditor/Treasurer.

Approved Forest Certification Audit Contract

The Board, by adoption of its Consent Agenda, approved the PricewaterhouseCoopers/Rainforest Alliance Forest Audit Contract for five years (2013-2017), in the amount of \$26,084, as submitted.

Approved Filling One Full-Time Recreation Resource Manager Position

The Board, by adoption of its Consent Agenda, approved the Natural Resource Management Department, to fill one Full-Time Recreation Resource Manager Position.

Approved Filling One Full-Time Custodian Position

The Board, by adoption of its Consent Agenda, approved the Maintenance Department to fill one Full-Time Custodian Position.

Approved Victim Assistance Program Grant Contract

The Board, by adoption of its Consent Agenda, approved the Victim Assistance Program Services Grant Contract for the period October 1, 2012-September 30, 2013, as submitted.

Approved Memorandum of Understanding with City of Bemidji

The Board, by adoption of its Consent Agenda, approved the Memorandum of Understanding between Beltrami County and the City of Bemidji in response to the new 911 Ordinance.

Approved Master Partnership Contract and Resolution with MnDOT

The Board, by adoption of its Consent Agenda, approved the Master Partnership Contract and Resolution with MnDOT for construction projects:

WHEREAS, The Minnesota Department of Transportation wishes to cooperate closely with local units of government to coordinate the delivery of transportation services and maximize the efficient delivery of such services at all levels of government; and

WHEREAS, MnDOT and local governments are authorized by Minnesota Statutes sections 471.59, 174.02, and 161.20, to undertake collaborative efforts for the design, construction, maintenance and operation of state and local roads; and

WHEREAS, the parties wish to respond quickly and efficiently to such opportunities for collaboration, and have determined that having the ability to write "work orders" against a master contract would provide the greatest speed and flexibility in responding to identified needs:

THEREFORE, BE IT RESOLVED:

1. That the County of Beltrami enter into a Master Partnership Contract with the Minnesota Department of Transportation, a copy of which was before the Board of County Commissioners.
2. That the proper County officers are authorized to execute such contract and any amendments thereto.

3. That the Beltrami County Engineer is authorized to negotiate work order contracts pursuant to the Master Contract, which work order contracts may provide for payment to or from MnDOT, and that the Beltrami County Engineer may execute such work order contracts on behalf of the County without further approval by this Board.

Approved Special Use Permits for North Country Snowmobile Club

The Board, by adoption of its Consent Agenda, approved the Special Use Permit for North Country Snowmobile Club to construct, maintain and operate a snowmobile trail on specified County State Aid Highways and County Roads, as submitted.

Approved Final Pay Vouchers for SP 004-639-008

The Board, by adoption of its Consent Agenda, approved the Final Pay Vouchers for SP 004-639-008, as submitted.

Approved Health & Human Services Waiver Services Contract with Candace Edland Foster Care

The Board, by adoption of its Consent Agenda, approved the Waiver Services Contract with Candace Edland Foster Care , as submitted.

Approved Health & Human Services Monthly Child Protection Reports

The Board, by adoption of its Consent Agenda, approved the monthly child protection reports, as submitted.

Approved Health & Human Services Family Child Care Licenses

The Board, by adoption of its Consent Agenda, approved the family child care licenses, as submitted.

Approved Health & Human Services Family Foster Care Licenses

The Board, by adoption of its Consent Agenda, approved the family foster care licenses, as submitted.

Approved Health & Human Services Warrant Payment List

The Board, by adoption of its Consent Agenda, received and approved the warrant payment listing submitted by Health & Human Services Department.

Approval of 2013 Remonumentation Project and RFP's

The Board, by adoption of its Consent Agenda, approved the 2013 remonumentation project, which includes the five townships of Benville, Lammers, Jones, Brook Lake and Ten Lake, along with the funding source and periodic updates on the project.

REGULAR AGENDA

Veterans Services Resolution & Grant Approvals

Veterans Services Officer, Scotty Allison, presented two Grants awarded to Beltrami County for FY 2013 from the MN Department of Veterans Affairs to support Veterans Services in our County.

The First Grant, which is available every three years, is for Operational Improvements in the amount of \$4200, and includes the following resolution:

BE IT RESOLVED by Beltrami County, that the County enter into the attached Grant Contract with the Minnesota Department of Veterans Affairs (MDVA) to conduct the following Program: **County Veterans Service Office Operational Improvement Grant Program.** The grant must be used to enhance the operations of the County Veterans Service Office under Minn. Statute 197.608 Subd.4(a), and should not be used to supplant or replace other funding.

BE IT FURTHER RESOLVED by the Beltrami County Board, that Campbell D. Allison, the County Veterans Service Officer, be authorized to execute the Grant Contract for the above mentioned Program on behalf of the County.

WHEREAS upon the above Resolution was adopted at a Regular County Meeting on December 20, 2012.

The second Grant is for Outreach Services in the amount of \$2,298 and includes the following resolution:

BE IT RESOLVED by Beltrami County, that the County enter into a Grant Contract with the Minnesota Department of Veterans Affairs (MDVA) to conduct the following Program: County Veterans Service Office Community Outreach Grant Program. The grant must be used for community outreach as defined in Minnesota Statutes, section 197.608, to all eligible veterans regarding the availability of benefits they have earned and especially those relating to posttraumatic stress disorder for all veterans, including World War II, Korean War and Vietnam War era veterans, and should not be used to supplant or replace other funding.

BE IT FURTHER RESOLVED by the Beltrami County Board, that Campbell D. Allison, the County Veterans Service Officer, be authorized to execute the Grant Contract for the above mentioned Program on behalf of the County.

WHEREAS upon the above Resolution was adopted at a Regular County Meeting on December 20, 2012.

A motion was made by Commissioner Vene, and seconded by Commissioner Lucachick, to approve Grant Agreements and Resolutions for 1) Operational Improvements, \$4,200 and 2) Outreach Services, \$2,298. Unanimously carried.

PERA Phased Retirement for County Assessor

Human Resource Director, Linda Tran, presented the PERA Phased Retirement request for Assessor, Duane Ebbighausen, to continue employment at approximately 20 hours per week plus benefits, under PERA PRO.

A motion was made by Commissioner Lucachick, and seconded by Commissioner Anderson, to approve PERA Phased Retirement for Assessor, Duane Ebbighausen with benefits, on a yearly basis. Unanimously carried.

County Administrator Employment Agreement

Attorney Faver distributed to the Board, copies of the Employment Agreement that was reviewed by Commissioners Lucachick and Vene as part of the selection committee. The contract included a starting salary at paygrade 21, Step 5 plus a PTO accrual balance of 400 hours.

A motion was made by Commissioner Vene, and seconded by Commissioner Anderson to approve the Employment Agreement for County Administrator Kay Mack. Carried 4:1 vote. Commissioners Frost, Vene, Fairbanks & Anderson - Yes. Commissioner Lucachick - No.

COMMISSIONERS' BUSINESS

Legislative/Lobbying Issues

- Commissioner Vene reported on AMC and the veterans home project status.
- Commissioner Frost reported on AMC Policy Committee assignments, in particular PILT discussions.

Commissioners' Reports

- Commissioner Lucachick discussed a joint effort with Greater Bemidji for a Development Fund Grant Project.

Review Upcoming Meeting Schedule

Next regular meeting of the County Board will be December 11, 2012, in the Board Room of the County Administration Building.

MEETING ADJOURNMENT

A motion to adjourn the Board meeting at 5:20 p.m. was made by Commissioner Vene, seconded by Commissioner Anderson, and unanimously carried.

Quentin Fairbanks, Chair

Kay Mack, Interim County Administrator

**TRANSCRIPT OF THE PROCEEDINGS
OF THE BELTRAMI COUNTY BOARD OF COMMISSIONERS
December 11, 2012**

The Beltrami County Board of Commissioners met in a Truth in Taxation session on December 11, 2012, at 6:00 pm in the County Board Room, County Administration Building, Bemidji, Minnesota.

CALL TO ORDER, ROLL CALL AND PLEDGE OF ALLEGIANCE

Vice-Chair Richard Anderson called the meeting to order at 6:00 p.m. Commissioners Joe Vene, Jim Lucachick and Jack Frost were present. Commissioner Quentin Fairbanks was excused.

GENERAL COMMENTS - BOARD CHAIR

None.

PROPERTY VALUATION QUESTIONS

County Assessor Duane Ebbighausen offered to meet privately with anyone who had assessment concerns.

CITIZENS ADDRESSING THE BOARD

There were no citizens in attendance at the Truth in Taxation Hearing. Five County staff were in attendance.

MEETING ADJOURNMENT

The Truth in Taxation Hearing was closed at 6:03 pm.

Richard Anderson, Vice-chair

Kay Mack, County Administrator

**TRANSCRIPT OF THE PROCEEDINGS
OF THE BELTRAMI COUNTY BOARD OF COMMISSIONERS
December 11, 2012**

The Beltrami County Board of Commissioners met in regular session on December 11, 2012, at the County Board Room, County Administration Building, Bemidji, Minnesota.

CALL TO ORDER, ROLL CALL AND PLEDGE OF ALLEGIANCE

Vice-Chair Richard Anderson called the meeting to order at 5:00 p.m. Commissioners Jack Frost, Joe Vene, Jim Lucachick were present and Commissioner Quentin Fairbanks was excused.

GENERAL COMMENTS - BOARD CHAIR

None.

CITIZENS ADDRESSING THE BOARD

Paul Ericsson, Director of the Bemidji Library explained to the board how their proposed 2013 budget included an increase for one full time employee; which they understand will not happen. However, there are other budget increase that will happen which include increased insurance costs and technology expenditures. These increases amount to approximately \$21,844 over the 2012 budget and will need to be covered. The alternative would be to cut staff and hours of service at the library. The City of Bemidji has voted to provide a 6% increase to the library budget with the understanding that Beltrami County pick up the other half of the increase. The requested amount to be added to the budget is approximately \$307,134.

APPROVAL OF AGENDA

The following additions were made to the Consent Agenda:

- Approve Commissioner Appointment to the Remonumentation RFQ Selection Committee
- Approve Commissioner Appointment to the Audit Firm Selection Committee
- Approve Resolution to Call Bonds for the County Administration Building
- Approve Resolution for 2012 Tax Forfeited Apportionment

The following addition was made to the Regular Agenda:

- Appointment of Auditor/Treasurer and subsequent vacancies in conjunction with the resignation of current Auditor/Treasurer

GENERAL BUSINESS

Approved Agenda and Amendments

A motion to approve the Agenda and Amendments was made by Commissioner Vene, seconded by Commissioner Lucachick, and unanimously carried.

Approved Consent Agenda

A motion to approve the Consent Agenda was made by Commissioner Frost, seconded by Commissioner Lucachick, and unanimously carried.

CONSENT ITEMS

Approved Minutes

The Board, by adoption of its Consent Agenda, approved the Minutes of the Board of Commissioners Work Meeting held November 20, 2012, and the Minutes of the Board of Commissioners Regular Meeting held November 20, 2012, as submitted.

Approved Auditor/Treasurer Warrant Payment Listing

The Board, by adoption of its Consent Agenda, received and approved the warrant payment listing submitted by the Auditor/Treasurer's Office.

Approved Payment of Auditor/Treasurer Bills

The Board, by adoption of its Consent Agenda, approved payment of Auditor/Treasurer bills, as submitted.

Approved Authorized Signature on Jail Inmate Accounts

The Board, by adoption of its Consent Agenda, approved authorizing the signature of Jail Administrator, Cynthia Tobey-Borowski on checks written out of the Beltrami County Jail Inmate account held with First National Bank of Bemidji.

Approved Date Set for Public Hearings on County Fee Schedule and Capital Improvement Plan

The Board, by adoption of its Consent Agenda, approved setting December 18, 2012, as the date for public hearings on our 1013 Fee Schedule and the Capital Improvement Plan, as submitted.

Approved Resolution on Sex Trafficking

The Board, by adoption of its Consent Agenda, approved the Resolution on Sex Trafficking:

WHEREAS, Sex trafficking is a heinous crime that occurs throughout Minnesota and impacts Minnesota children from diverse geographic and socio-economic backgrounds; and

WHEREAS, The State of Minnesota and all 87 Minnesota Counties have long been committed to the protection of children and the prevention of sexual violence and exploitation; and

WHEREAS, According to the United States' Trafficking Victims Protection Act of 2000, human trafficking is defined as the "recruitment, harboring, transportation, provision, or obtaining of a person to perform labor or a commercial sex act through force, fraud, or coercion;" and

WHEREAS, In addition, according to the United States Department of Justice, the Trafficking Victims Protection Act further states that "any commercial sex act performed by a person under age 18 is considered human trafficking, regardless of whether force, fraud, or coercion is involved;" and

WHEREAS, A Department of Justice, Office of Justice Programs, Fact Sheet on Human Trafficking states that as many as 300,000 children are at risk for sexual exploitation each year in the United States; and

WHEREAS, In a recent speech at the Clinton Global Initiative, President Barack Obama called human trafficking "by its true name - modern slavery;" and

WHEREAS, According to data compiled by both The Advocates for Human Rights and the Minnesota Office of Justice Programs of the Minnesota Department of Public Safety, the scope of sex trafficking in Minnesota includes the following:

* Over a three-year period ending in 2008, service providers identified 731 sex trafficking victims;

* 124 girls were sold on the internet in the month of August 2010 alone, which is a 55% increase since February 2010;

* The average age of a girl's entry into prostitution/sex trafficking is 12 to 14 years old;

* According to Breaking Free, 8,000 to 12,000 people are estimated to be involved in prostitution/sex trafficking in Minnesota every day; and

WHEREAS, To bolster actions by law enforcement, society should assist in eradicating such crimes by altering practices to make it more difficult for criminals to engage in sex trafficking in the state of Minnesota; and

WHEREAS, County Prosecutors in Minnesota have committed to treating children who are trafficked as victims and not as delinquents; and

WHEREAS, in 2011, the Minnesota Legislature and Governor Mark Dayton enacted the Safe Harbor for Sexually Exploited Youth Act, which identified prostituted children as victims of sexual exploitation and called upon the State to create a framework for implementation of the changes inherent in the new law by August 1, 2014; and

WHEREAS, Minnesota Counties can play a leading role in the fight against sex trafficking in Minnesota through their efforts around child protection, public health, human services, housing, law enforcement and prosecution and local county corrections and probation services; and

WHEREAS, Studies have shown that sexual exploitation - survival sex, prostitution, gang rape - affects as many as 40% of all runaway youth; and

WHEREAS, In Ramsey County, the Runaway Intervention Project has gained national attention as a "best results-oriented model" for working with runaway girls 15 and younger, including teen girls who have been prostituted. The Ramsey County Attorney's Office refers those girls who have been prostituted to the intensive services component of the Runaway Intervention Project at Midwest Children's Resource Center. The Ramsey County Attorney's Office has found that using a victim-centered public health model with this population- rather than treating them as delinquents - provides an environment for children who have been trafficked as prostitutes to rebuild their self esteem, their family life, and their future; and

WHEREAS, As part of a Women's Foundation grant entitled MN Girls Are Not for Sale, the Ramsey County Attorney's Office (RCAO) and Saint Paul Police Department (SPPD) are conducting independent and coordinated systems audits to determine whether policies and practices comply with principles to ensure victim safety and intervention and offender accountability; and

WHEREAS, The MN Girls Are Not for Sale campaign has garnered statewide support and national coverage for its efforts to identify and stop the sexual exploitation of girls in our communities;

NOW THEREFORE BE IT RESOLVED THAT: The Association of Minnesota Counties and Beltrami County as an AMC member, takes a leadership role in convening a statewide summit of County leaders around this issue to develop a victim-centered response to eliminate sex trafficking of our children, and

BE IT FURTHER RESOLVED THAT: Beltrami County supports the provision of state and federal resources to implement a comprehensive statewide "No Wrong Door" intervention model including shelter, housing, and services for child sex-trafficking victims, as well as training for law enforcement and other frontline personnel; and

BE IT FURTHER RESOLVED THAT: Beltrami County supports amending Minnesota's Safe Harbor Act to define all sex-trafficked children under the age of 18 as crime victims, not as juvenile delinquents.

Approved Sanford Development Agreement

The Board, by adoption of its Consent Agenda, approved the development agreement with Greater Bemidji Area Joint Planning Board, the City of Bemidji, Sanford Health of Northern MN and Beltrami County, as submitted.

Approved Resolution to Vacate a Portion of Right-of-Way on CSAH 48 to Property Owner

The Board, by adoption of its Consent Agenda, approved the Resolution to vacate a portion of right-of-way on CSAH 48 to the property owner:

WHEREAS, County State Aid Highway 48 was realigned during a recent construction project; and

WHEREAS, there are sections of right of way that are no longer needed to maintain the current County road system; and

WHEREAS, there is no valid reason for the portions of old right of way of County State Aid Highway 48 as described below to be maintained as public road right of way; and

WHEREAS, Minnesota Statutes 163.11 provides that the county board may vacate such portions of right of way to the adjacent property owners; and

NOW THEREFORE, BE IT RESOLVED by the County Board of Commissioners of the County of Beltrami that the following described right of way shall be vacated and revert directly to the adjacent property owners as provided by law;

CSAH 48 RIGHT OF WAY TO BE VACATED DIRECTLY TO THE ADJOINING PROPERTY OWNERS

PARCEL ID #15.00556.00

That part of the right of way of Beltrami CSAH 48, as it existed prior to 2011, which lies within the East Half of the Southeast Quarter of Section 33, Township 146 North, Range 34 West and which lies northerly of the 66 foot wide right of way described and illustrated in the instrument recorded as Document No. A000512864 in the office of the Beltrami County Recorder. The attached illustration of the right of way being vacated is considered to be a part of this document. With the exclusion that Beltrami County will retain rights for utility easement for existing utilities.

PARCEL ID #15.00581.00

That part of the right of way of Beltrami CSAH 48, as it existed prior to 2011, which lies within the Southwest Quarter of the Southwest Quarter of Section 35, Township 146 North, Range 34 West and which lies northerly of the 66 foot wide Highway Easement described as the South 66 feet of the South Half of the Southwest Quarter of said Section 35 in the instrument recorded by Microfilm No. 225496 in the office of the Beltrami County Recorder. The attached illustration of the right of way being vacated is considered to be a part of this document. With the exclusion that Beltrami County will retain rights for utility easement for existing utilities.

PARCEL ID #15.00581.01

That part of the right of way of Beltrami CSAH 48, as it existed prior to 2011, which lies within the Southeast Quarter of the Southwest Quarter of Section 35, Township 146 North, Range 34 West and which lies northerly of the 66 foot wide Highway Easement described as the South 66 feet of the South Half of the Southwest Quarter of said Section 35 in the instrument recorded by Microfilm No. 225496 in the office of the Beltrami County Recorder. The attached illustration of the right of way being vacated is considered to be a part of this document. With the exclusion that Beltrami County will retain rights for utility easement for existing utilities.

PARCEL ID #15.00584.00

That part of the right of way of Beltrami CSAH 48, as it existed prior to 2011, which lies within the Southwest Quarter of the Southwest Quarter of the Southeast Quarter of Section 35, Township 146 North, Range 34 West and which lies northerly of the 66 foot wide Highway Easement described as the South 66 feet of the South Half of the Southeast Quarter of said Section 35 in the instrument recorded by Microfilm No. 225497 in the office of the Beltrami County Recorder. The attached illustration of the right of way being vacated is considered to be a part of this document. With the exclusion that Beltrami County will retain rights for utility easement for existing utilities.

Approved Resolutions to Vacate a Portion of CSAH 7:

The Board, by adoption of its Consent Agenda, approved five (5) resolutions to vacate a 15 mile portion of CSAH 7:

AUTHORIZATION TO ESTABLISH CSAH 50

WHEREAS, it appears to the County Board of the County of Beltrami that the road hereinafter described as Paul Bunyan Drive SE should be designated County State Aid Highway 50 under the provisions of Minnesota Laws;

NOW THEREFORE, BE IT RESOLVED, by the County Board of the County of Beltrami that the road described as follows, to-wit:

Paul Bunyan Drive SE, to become part of CSAH 50

Beginning at a point on the centerline of Paul Bunyan Drive SE approximately 340 feet southeasterly of the intersection with Grant Ave. SE in the City of Bemidji, Minnesota, said point being on the East line of the Northwest Quarter of Section 22, Township 146 North, Range 33 West of the 5th Principal Meridian at a distance of approximately 2090 feet southerly of the Northeast corner of said Northwest Quarter; thence northwesterly along said centerline to the intersection with the North line of said Northwest Quarter of Section 22 at a distance of approximately 870 feet easterly of the Northwest corner of said Section 22, said point being at the intersection with Beltrami County State Aid Highway 8, and there terminating. Approximately 0.72 miles in length.

be, and hereby is established, located, and designated a County State Aid Highway of said County, subject to the approval of the Commissioner of Transportation of the State of Minnesota.

BE IT FURTHER RESOLVED, that the County Auditor is hereby authorized and directed to forward two certified copies of this resolution to the Commissioner of Transportation for consideration, and that upon his approval of the designation of said road or portion thereof, that same be constructed, improved and maintained as a County State Aid Highway of the County of Beltrami, to be numbered and known as County State Aid Highway 50.

AUTHORIZATION TO REVOKE SECTION OF CSAH 7

WHEREAS, It appears to the County Board of the County of Beltrami that the road hereinafter described as County State Aid Highways 7 Under the provisions of Minnesota Laws;

NOW THEREFORE, BE IT RESOLVED, by the County Board of the County of Beltrami that the road described as follows, to-wit:

CSAH 7, to become part of 5th Street NW

Beginning at a point on the centerline of Beltrami County State Aid Highway 7 at its intersection with Jefferson Ave. SW (Beltrami CSAH 11) in the City of Bemidji, Minnesota, at a point approximately 20 feet northerly of the Southwest corner of Section 8, Township 146 North, Range 33 West of the 5th Principal Meridian, Beltrami County, Minnesota; thence northeasterly and easterly to a point on said centerline at the intersection with Park Avenue, said point being approximately 1130 feet southerly and 750 feet westerly of the Northeast corner of the Southeast Quarter of said Section 8 and there terminating. Approximately 0.95 miles in length.

be, and hereby is revoked as a County State Aid Highway of said County subject to the approval of the Commissioner of Transportation of the State of Minnesota.

BE IT FURTHER RESOLVED, that the County Auditor is hereby authorized and directed to forward two certified copies of this resolution to the Commissioner of Transportation for his consideration.

AUTHORIZATION TO ESTABLISH CSAH 21

WHEREAS, it appears to the County Board of the County of Beltrami that the road hereinafter described as Bemidji Ave N, should be designated County State Aid Highway 21 under the provisions of Minnesota Laws;

NOW THEREFORE, BE IT RESOLVED, by the County Board of the County of Beltrami that the road described as follows, to-wit:

Bemidji Ave N, to become part of CSAH 21

Beginning at a point on the centerline of Bemidji Road North at its intersection with Paul Bunyan Drive NW in the City of Bemidji, Minnesota, said point being approximately 1385 feet easterly and 220 feet northerly of the Southwest corner of the Northwest Quarter of Section 4, Township 146 North, Range 33 West of the 5th Principal Meridian, Beltrami County, Minnesota; thence northerly along said centerline to the intersection with the North line of said Section 4 at a distance of approximately 1422 feet easterly of the Northwest corner of said Section 4, also being approximately 315 feet northerly of the intersection with 29th Street NE, and there terminating. Approximately 0.48 miles in length.

be, and hereby is established, located, and designated a County State Aid Highway of said County, subject to the approval of the Commissioner of Transportation of the State of Minnesota.

BE IT FURTHER RESOLVED, that the County Auditor is hereby authorized and directed to forward two certified copies of this resolution to the Commissioner of Transportation for consideration, and that upon his approval of the designation of said road or portion thereof, that same be constructed, improved and maintained as a County State Aid Highway of the County of Beltrami, to be numbered and known as County State Aid Highway 21.

AUTHORIZATION TO REVOKE SECTION OF CSAH 15

WHEREAS, It appears to the County Board of the County of Beltrami that the road hereinafter described as County State Aid Highway 15 Under the provisions of Minnesota Laws;

NOW THEREFORE, BE IT RESOLVED, by the County Board of the County of Beltrami that the road described as follows, to-wit:

CSAH 15, to become part of Irvine Ave NW

Beginning at a point on the centerline of Beltrami County State Aid Highway 15 in the City of Bemidji, Minnesota, said point being at or near the Southwest corner of Section 33, Township 146 North, Range 33 West of the 5th Principal Meridian, Beltrami County, Minnesota; thence northerly along said centerline and along or near the West line of said Section 33 to the

intersection with the centerline of Beltrami County State Aid Highway 52 (Ann Street NW), at or near the Northwest corner of the Southwest Quarter of said Section 33 and there terminating. Approximately 0.50 miles in length.

be, and hereby is revoked as a County State Aid Highway of said County subject to the approval of the Commissioner of Transportation of the State of Minnesota.

BE IT FURTHER RESOLVED, that the County Auditor is hereby authorized and directed to forward two certified copies of this resolution to the Commissioner of Transportation for his consideration.

AUTHORIZATION TO ESTABLISH CSAH 6

WHEREAS, it appears to the County Board of the County of Beltrami that the road hereinafter described as 15th Street NW should be designated County State Aid Highway 6 under the provisions of Minnesota Laws;

NOW THEREFORE, BE IT RESOLVED, by the County Board of the County of Beltrami that the road described as follows, to-wit:

15th Street NW, to become part of CSAH 6

Beginning at a point on the centerline of 15th Street NW in the City of Bemidji, Minnesota, at the intersection with Wagner Ave. as shown on the plat of MICHAEL'S ADD. TO BEMIDJI, according to the recorded plat thereof in the office of the Beltrami County Recorder, said point being on the South line of the Southeast Quarter of Section 5, Township 146 North, Range 33 West of the 5th Principal Meridian, Beltrami County, Minnesota at a distance of approximately 330 feet easterly of the southwest corner of said Southeast Quarter of Section 5; thence easterly along said South line of the Southeast Quarter a distance of approximately 330 feet to the intersection with the centerline of Norton Ave. as shown on the plat of MICHAEL'S ADD. TO BEMIDJI, according to the recorded plat thereof in the office of the Beltrami County Recorder and there terminating. Approximately 0.05 miles in length.

be, and hereby is established, located, and designated a County State Aid Highway of said County, subject to the approval of the Commissioner of Transportation of the State of Minnesota.

BE IT FURTHER RESOLVED, that the County Auditor is hereby authorized and directed to forward two certified copies of this

resolution to the Commissioner of Transportation for consideration, and that upon his approval of the designation of said road or portion thereof, that same be constructed, improved and maintained as a County State Aid Highway of the County of Beltrami, to be numbered and known as County State Aid Highway 6.

Approved Final Pay Vouchers for Project SAP 004-606-004

The Board, by adoption of its Consent Agenda, approved final pay vouchers for project SAP 004-606-004, as submitted.

Approved Health & Human Services Warrant Payment List

The Board, by adoption of its Consent Agenda, received and approved the warrant payment listing submitted by Health & Human Services Department.

Approved Commissioner Appointment to the Remonumentation RFQ Selection Committee

The Board, by adoption of its Consent Agenda, approved the appointment of Commissioner Lucachick to the Remonumentation RFQ Selection Committee.

Approved Commissioner Appointment to the Audit Firm Selection Committee

The Board, by adoption of its Consent Agenda, approved the appointment of Commissioner Vene to the Audit Firm Selection Committee.

Approved Resolution to Call Bonds for the County Administration Building

The Board, by adoption of its Consent Agenda, approved the Resolution to Call Bonds for the County Administration Building, Series 2004:

Whereas, Beltrami County has reviewed the outstanding bonds owed by Beltrami County or the Beltrami HRA, and

Whereas, the Beltrami County Board has determined that county reserves have been built to a level that can support paying off the 2004 Callable debt,

Therefore be it resolved that the Beltrami County Board of Commissioners authorizes that principal in the amount of \$960,000 plus any interest accrued since December 1, 2012 be called at the earliest possible date.

Be it further resolved that the Beltrami County Board of Commissioners authorizes the bond trustee to work directly with

Beltrami County Administrator in closing all debt associated with the Beltrami County Administration Building.

Approved Resolution for 2012 Tax Forfeited Apportionment

The Board, by adoption of its Consent Agenda, approved the Resolution distributing 2012 Tax Forfeited Net Proceeds:

WHEREAS, 2003, Chapter 21 Article 10, Section 11, Subdivision 24; allows for promotion of tourist, agriculture, and industrial developments. The amount to be spent annually for the purposes of the subdivision shall not exceed five dollars per capita of the county's population; now,

WHEREAS, Minnesota Statutes 282.08, Subdivision 4, provides that the County Board of Beltrami, from the proceeds from the sale or rental of tax forfeited land or any product there from may, by resolution set aside no more than thirty (30) percent of the receipts remaining for the purposes of timber development, acquisition and promotion of tourism, agricultural and industrial development, and no more than twenty (20) percent of the receipts remaining for the maintenance of County parks; and,

WHEREAS, those townships which include Three Island County Park and Movil Maze Recreation Area have an interest in timber revenues from those lands to help support township roads that are utilized for hauling timber.

NOW THEREFORE, BE IT RESOLVED by the County Board of Beltrami, that 20 percent of the receipts for the year of 2012 remaining after administration, special assessments and bond levy are paid, be set aside to be used for the purpose as specified in MS 282.08, Subdivision 4; of this, twenty (20) percent, up to \$200,000 (no more than five dollars per capita) is to be transferred to the County Development fund and ten (10) percent is to be used exclusively for timber development programs on tax forfeited lands; and,

BE IT FURTHER RESOLVED that 20 percent of the receipts remaining to be used for the acquisition and maintenance of county parks or recreational areas, and

BE IT FURTHER RESOLVED that any balance remaining must be apportioned as follows: county, 40 percent; town or city, 20 percent; and school district, 40 percent, provided,

BE IT FURTHER RESOLVED, that 60 percent of all revenues generated through timber harvest from Movil Maze Recreation Area and Three Island County Park shall be used for the maintenance

of County Parks and Recreation areas within Beltrami County, 20% shall be used for reforestation of County Parks and Recreation areas and the remaining 20% of the revenues will be apportioned to the townships with direct interest for maintenance of township roads.

REGULAR AGENDA

Ratification of Tentative AFSCME Courthouse Contract for 2012 & 2013

Human Resource Director, Linda Tran, presented the tentative agreement with AFSCME Courthouse Contract for 2012 & 2013. Ms. Tran reviewed the contract and answered questions from the Board.

A motion was made by Commissioner Vene, and seconded by Commissioner Frost, to accept and ratify the AFSCME Courthouse Contract for 2012 & 2013 as presented. Unanimously carried.

Ratification of Tentative AFSCME Health & Human Services Contract for 2012 & 2013

Human Resource Director, Linda Tran, presented the tentative agreement with AFSCME Health & Human Services Contract for 2012 & 2013. Ms. Tran reviewed the contract and answered questions from the Board.

A motion was made by Commissioner Frost, and seconded by Commissioner Lucachick, to accept and ratify the AFSCME Health & Human Services Contract for 2012 & 2013 as presented. Unanimously carried.

Non-Union Compensation for 2012 & 2013

Human Resource Director, Linda Tran, presented the compensation and benefits for non-union employees to match the previously bargained package for represented employees.

A motion was made by Commissioner Vene, and seconded by Commissioner Frost, to accept the Non-Union Compensation agreement for 2012 & 2013 as presented. Unanimously carried.

Auditor/Treasurer Resignation

Kay Mack was appointed County Administrator and has submitted her resignation as Auditor-Treasurer. Ms. Mack's recommendation to the Board is to appoint Deputy Auditor/Treasurer, Jodee Treat, to complete the remainder of her term, approximately 2 years, at which time the position will be open to election.

A motion was made by Commissioner Vene, and seconded by Commissioner Frost, to appoint Jodee Treat as Auditor/Treasurer to complete the remaining two years of Ms Mack's appointment, and fill any subsequent vacancies that may occur. Unanimously carried.

Discussion: Future County Bonds and Indebtedness

Commissioners would like to take a more in-depth look at the County's reserves balance and debt obligations.

Staff was requested to provide payment and amortization schedules for remaining debts and a breakdown of reserves.

COMMISSIONERS' BUSINESS

Legislative/Lobbying Issues

- Commissioner Vene reported on the 2012 AMC Annual Conference. Mr. Vene was elected President of AMC

Commissioners' Reports

- Commissioner Lucachick reported on the PTAC Committee. He stated that he is personally NOT in favor of the current prescribed cuts in Movil Maze and Three Island Park. He also acknowledged that he was in the minority and that the PTAC committee unanimously voted to proceed with these cuts.
- Commissioner Frost, who also is on the PTAC Committee, reiterated that the cuts are following policy as set by the Board and that concession have been made, such as larger buffers were left along trails and selected trees are being left uncut.

Review Upcoming Meeting Schedule

Next regular meeting of the County Board will be December 18, 2012, in the Board Room of the County Administration Building.

MEETING ADJOURNMENT

A motion to adjourn the Board meeting at 5:46 p.m. was made by Commissioner Lucachick, seconded by Commissioner Frost, and unanimously carried.

Richard Anderson, Vice-Chair

Kay Mack, County Administrator

**TRANSCRIPT OF THE PROCEEDINGS
OF THE BELTRAMI COUNTY BOARD OF COMMISSIONERS
December 18, 2012**

The Beltrami County Board of Commissioners met in regular session on December 18, 2012, at the County Board Room, County Administration Building, Bemidji, Minnesota.

CALL TO ORDER, ROLL CALL AND PLEDGE OF ALLEGIANCE

Chair Quentin Fairbanks called the meeting to order at 5:00 p.m. Commissioners Jack Frost, Joe Vene, Jim Lucachick and Richard Anderson were present.

GENERAL COMMENTS - BOARD CHAIR

Commissioner Fairbanks stated this was his last board meeting as a County Commissioner and he has had twelve great years with Beltrami County. Mr. Fairbanks thanked everyone and commended the employees of Beltrami County as being of the highest quality and great to work with.

CITIZENS ADDRESSING THE BOARD

None.

APPROVAL OF AGENDA

The following items were added to the Consent Agenda:

- Approval and Ratification of Teamsters Non-Licensed Essential Contract 2012-2013
- Approval of the Public Defender Contract for 2013
- Approval of a Three Year Audit Contract with Larson Allen
- Approval of the Date to Award Development Fund Grants
- Approval to Call Bonds on the Community Services Center Building
- Approval of the Budget with Addition of Library Support Dollars

GENERAL BUSINESS

Approved Agenda and Amendments

A motion to approve the Agenda and Amendments was made by Commissioner Vene, seconded by Commissioner Lucachick, and unanimously carried.

Approved Consent Agenda

A motion to approve the Consent Agenda was made by Commissioner Frost, seconded by Commissioner Anderson, and unanimously carried.

CONSENT ITEMS

Approved Minutes

The Board, by adoption of its Consent Agenda, approved the Minutes of the Board of Commissioners Work Meeting held December 11, 2012, and the Minutes of the Board of Commissioners Regular Meeting held December 11, 2012, and the Minutes of the Truth in Taxation Hearing held on December 11, 2012, as submitted.

Approved Auditor/Treasurer Warrant Payment Listing

The Board, by adoption of its Consent Agenda, received and approved the warrant payment listing submitted by the Auditor/Treasurer's Office.

Approved Payment of Auditor/Treasurer Bills

The Board, by adoption of its Consent Agenda, approved payment of Auditor/Treasurer bills, as submitted.

Approved University of MN Extension Agreement

The Board, by adoption of its Consent Agenda, approved the University of MN Extension Agreement, which includes a budget increase of \$10,000 in 2013 for additional staff hours, as submitted.

Approved Consumer Scale Agreement

The Board, by adoption of its Consent Agenda, approved the Consumer Scale Agreement between Beltrami County and Remer Cut Stock Lumber, as submitted.

Approved Beltrami County Emergency Operations Plan

The Board, by adoption of its Consent Agenda, approved the Beltrami County Emergency Operations Plan, as submitted.

Approved Grant Resolution Adopting the Plan for Public Safety Communications within Beltrami County

The Board, by adoption of its Consent Agenda, approved the Resolution for Adopting a Plan for Public Safety Communication Within Beltrami County:

WHEREAS, it is a basic responsibility of the County to provide for the health and welfare of its citizens; and

WHEREAS, the Federal Communications Commission (FCC) has issued regulations which require the replacement of wideband

Land Mobile Radio (LMR) systems operating in the Very High Frequency (VHF) and Ultra High Frequency (UHF) spectrum by January 1, 2013; and

WHEREAS, public safety agencies throughout the country, including public safety agencies within Beltrami County, have relied upon wideband LMR systems to provide vital public safety communications for law enforcement, fire, emergency medical services, public works, disaster response and other vital government services; and

WHEREAS, the County has worked with the Northwest Minnesota Regional Radio Board (NWRRB), of which it is a participating member, to complete a comprehensive assessment of public safety communication within the County; and

WHEREAS, the County has been presented with a public safety communication assessment (hereinafter "Assessment") conducted by Federal Engineering Incorporated, which included an assessment of the alternatives that exist for the County to replace the public safety communication infrastructure within the County.

NOW, THEREFORE, BE IT RESOLVED the Beltrami County Board of Commissioners hereby accepts the Assessment as an accurate assessment of public safety communication needs within the County and of the alternatives that reasonably exist to replace the public safety communication infrastructure within the County, and be it further;

RESOLVED, that the State of Minnesota believes the Allied Radio Matrix for Emergency Response (ARMER) participation alternative specified in the Assessment is an option for the County to replace the public safety communication infrastructure within the county, and be it further;

RESOLVED, that the Beltrami County Board of Commissioners urges all public safety service providers within the County to join together and seek grant funding opportunities to fund an ARMER participation plan within the County, and be it further;

RESOLVED, that the Beltrami County Sheriff (hereinafter "Sheriff") is requested to investigate the cost to migrate and participate in the ARMER public safety communication system for all county and local governments and public safety agencies located and operating within the County, and be it further;

RESOLVED, that the Sheriff is requested to determine the extent to which the County might take advantage of grants, tax

exemptions and other incentives available through the state of Minnesota or through the United States government to offset the cost for the County to participate in the ARMER public safety communication system, and be it further;

RESOLVED, Assessment providing the basis of this action shall be submitted to the (Northwest Regional Radio Board) with a recommendation that the Assessment be incorporated into the (Northwest Regional Radio Board) regional public safety communication plan and that the Sheriff submit a plan for participation upon which the County Board of Commissioners might act, including a detail assessment of the costs including offsets.

Approved Resolution for Re-Designation of County Road 404

The Board, by adoption of its Consent Agenda, approved the Resolution for Re-designation of County Road 404:

WHEREAS, it appears to the County Board of the County of Beltrami that the road hereinafter described as a portion of County Road 404 should be designated County State Aid Highway 11 under the provisions of Minnesota Laws;

NOW THEREFORE, BE IT RESOLVED, by the County Board of the County of Beltrami that the road described as follows, to-wit:

County Road 404, to become part of CSAH 11

Beginning at a point at the intersection of the centerline of State Hwy 197 and County Road 404, at or near the Northwest corner of Section 27, Township 146 North, Range 33 West of the 5th Principal Meridian, Beltrami County, Minnesota; thence easterly along the centerline of said County Road 404 and along or near to the North line of said Section 27 to the intersection with the centerline of Beltrami County State Aid Highway 50 (Paul Bunyan Drive S.E.), approximately 30 feet east of the Northeast corner of said Section 27 and there terminating. Approximately 1.00 miles in length.

be, and hereby is established, located, and designated a County State Aid Highway of said County, subject to the approval of the Commissioner of Transportation of the State of Minnesota.

BE IT FURTHER RESOLVED, that the County Auditor is hereby authorized and directed to forward two certified copies of this resolution to the Commissioner of Transportation for consideration, and that upon his approval of the designation of said road or portion thereof, that same be constructed, improved

and maintained as a County State Aid Highway of the County of Beltrami, to be numbered and known as County State Aid Highway 11.

Approved Health & Human Services Host County and Related Contracts

The Board, by adoption of its Consent Agenda, approved the Health & Human Services Host County and Related Contracts Effective January 1, 3013, as submitted.

Approved Health & Human Services Monthly Child Protection Reports

The Board, by adoption of its Consent Agenda, approved the monthly Child Protection Reports, as submitted.

Approved Health & Human Services Family Child Care Licenses

The Board, by adoption of its Consent Agenda, approved the Family Child Care Licenses, as submitted.

Approved Health & Human Services Family Foster Care Licenses

The Board, by adoption of its Consent Agenda, approved the Family Foster Care Licenses, as submitted.

Approved Health & Human Services Warrant Payment List

The Board, by adoption of its Consent Agenda, received and approved the warrant payment listing submitted by Health & Human Services Department.

Approval and Ratification of Teamsters Non-Licensed Essential Contract 2012-2013

The Board, by adoption of its Consent Agenda, approved and ratified the Teamsters Non-Licensed Essential - Communications/Correctional Officer Unit Contract for 2012 and 2013, as submitted.

Approval of the Public Defender Contract for 2013

The Board, by adoption of its Consent Agenda, approved the Public Defenders Contracts for 2013, as submitted.

Approval of a Three Year Audit Contract with Larson Allen

The Board, by adoption of its Consent Agenda, approved the three-year contract with Clifton Larson Allen for conducting the annual Beltrami County Audit commencing with the 12/31/2012 Audit.

Approval of the Date to Award Development Fund Grants

The Board, by adoption of its Consent Agenda, approved the Board meeting date of January 15, 2013 as the time to award the Development Fund Grants.

Approval to Call Bonds on the Community Services Center Building
The Board, by adoption of its Consent Agenda, approved calling the bonds on the Community Services Center Building.

Approval of the Budget with Addition of Library Support Dollars
The Board, by adoption of its Consent Agenda, approved the addition of \$12,293 to Library Support as a part of the 2013 County Budget.

REGULAR AGENDA

Recognition: Beltrami Works!

This program, championed by the Beltrami County Health & Human Services management and supported by the Beltrami County Board has received awards of excellence from the Association of MN Counties as well as the National Association of Counties.

Director of Health & Human Services, Mary Marchel reviewed the program, from its 2009 Pilot Project to its success stories of today. She also acknowledged Wanda Melgaard from Rural Minnesota CEP and Gary Dietrich from Northway Group, who have successfully completed the Beltrami Works! Program, were present to address the Board. Both Lacy and Marvin shared their stories and thanked the Board for supporting the program.

Ms Marchel accepted the awards from AMC and NAC as presented by Commissioner Fairbanks.

Public Hearing & Resolution to Adopt: 2013 Beltrami County Fee Schedule

Departments reviewed and have made very few changes to the County Fee schedule for 2013.

Chairman Fairbanks opened the Public Hearing.
There were no citizens who wished to comment on the Fee Schedule.

Chairman Fairbanks closed the Public Hearing.

Resolution to Adopt the 2013 Beltrami County Fee Schedule:

WHEREAS the Beltrami County Board of Commissioners held a Public Hearing on December 18, 2012, to receive public comment on any proposed changes to fees charged by Beltrami County.

THEREFORE, BE IT RESOLVED that the Beltrami County Board of Commissioners do hereby adopt the 2013 Beltrami County Fee Schedule.

A motion was made by Commissioner Anderson, and seconded by Commissioner Frost, to approve the Resolution to adopt the 2013 Beltrami County Fee Schedule. Unanimously carried

Public Hearing & Resolution to Adopt: Capital Improvement Plan

The Capital Improvement Plan is updated each year, based on long term work plans. This year included the addition of the debt for the Judicial Center to the CIP. By including this component, the Board will have an additional option if they decide to refinance that debt issue.

Chairman Fairbanks opened the Public Hearing: Highway Engineer, Bruce Hasbargen, began by reviewing the Transportation Improvement Plan and projects scheduled for 2013-2016. The County has approximately 400 miles of paved roads and another 400 miles of gravel. Approximately 30 miles of these roads are in poor condition.

Mr. Hasbargen explained the criteria for prioritizing roads in the five year plan. Number one being volume of traffic; two being the condition of the pavement and three, the cost of repair.

John Bailey, a County resident in the Balm Lake/Debs area addressed the Board concerning roads in this area; County Road #5 in particular. He expressed concern to the fact that CO Rd #5 is not on the TIP for improvement. This road is over 40 years old and in desperate need of repair. Roads such as this one are causing excess wear and tear on vehicles and in his opinion the public is ready and willing to pay a little more on their tax bills to get ALL Beltrami County roads fixed.

Mr. Bailey suggested that now might be a good time study the possibility of repairing all County roads in poor condition, what with the paying off of outstanding debts, low bond rates and a high reserve balance.

John Gilbertson of Puposky addressed the Board and thanked Mr. Hasbargen for the work his crews have been doing on the ditches in his area. He stated that he felt that the County Campus buildings were a bad idea for the County and now it is time to move on, take care of the people in the County and invest in the

roads. Mr. Gilbertson suggested that the Lake Ave project be taken off the TIP and Co Rd #5 be added. Lave Ave. will be annexed to the City soon and they can take care of it.

Larry Tolman of Solway lives along the first six miles of Co. Rd.5 and he agreed with Mr. Baily that the condition of this road is unacceptable. The County needs to get more roads fixed, even if it means increased taxes to County residents.

Chairman Fairbanks closed the Public Hearing.

The Resolution to Adopt the Capital Improvement Plan was revised to adopt only the 2013 road projects at this time:

WHEREAS the Beltrami County Board of Commissioners held a Public Hearing on December 18, 2012, to receive public comment on the 2012-2017 Capital Improvement Plan.

THEREFORE, BE IT RESOLVED that the Beltrami County Board of Commissioners do hereby adopt the 2013 Beltrami County Capital Improvement Plan and further review the 2014-2017 portion of the Plan will be done.

A motion was made by Commissioner Lucachick, and seconded by Commissioner Anderson, to approve the Resolution to adopt the 2013 Capital Improvement Plan. Unanimously carried.

HRDC Comprehensive Economic Development Strategy and Resolution
HRDC's Director of Development, Ryan Zemek, presented the Comprehensive Economic Development Strategy and reviewed the Executive Summary. There are five counties in the planning district.

Mr. Zemek asked the County Board to approve a Resolution of Support to the HRDC for their economic development strategy in Beltrami County:

WHEREAS, Beltrami County is recognized by the Economic Development Administration as a redevelopment area with special needs for economic development assistance; and

WHEREAS, the Headwaters Regional Development Commission is an Economic Development District designated by the Economic Development Administration to provide planning and economic development assistance; and

WHEREAS, the Beltrami County Board of Commissioners actively supports and currently participates in the economic development district activities of the Headwaters Regional Development Commission; and

WHEREAS, the Headwaters Regional Development Commission has prepared a Comprehensive Economic Development Strategy in cooperation with businesses, communities, and economic development organizations in lieu of a separate county Comprehensive Economic Development Strategy.

NOW THEREFORE BE IT RESOLVED, that the Beltrami County Board of Commissioners approves of the Comprehensive Economic Development Strategy as submitted on this date.

A motion was made by Commissioner Vene, and seconded by Commissioner Anderson, to approve the Resolution of Support to the HRDC for their Economic Development strategy. Unanimously carried.

Resolution to Establish 2013 Commissioner Salary and Per Diem Payments

WHEREAS, the various members of the Beltrami County Board of Commissioners from time to time are obligated by law, appointment, or duty to attend several functions of their office at times other than regular Board meetings, and;

WHEREAS, Minnesota Statute 375.055 provides for establishment of a schedule of per diem payment for said activities, and;

WHEREAS, the following duties, committees, or commissions are deemed as eligible committees:

Alternate on any Committee, Board or Commission
Association of Minnesota Counties (AMC Policy Committees)
Beltrami CHS Advisory Committee
Beltrami County Board of Health
Beltrami County Budget Committee Meetings
Beltrami County Human Services Committee
Beltrami County Township Officers Meetings
Beltrami HRA
Beltrami Soil & Water Conservation District
Hope House Board
Bemidji Area Chamber of Commerce
Bemidji Area Race Relations Council
Bemidji Area Service Collaborative
Bemidji Leads!
Bemidji Leads! Committees

Bi-CAP Housing
Bi-County CAP
Big Bog Citizen Advisory Board
Blackduck Ambulance
Blackduck EMS Joint Powers Board
Cass Lake Fire Association
Community Health Services Advisory Committee
County Emergency Operations Committee
County Extension Committee
County Insurance Committee
County Management Team
County Newsletter Committee
County Public Defender Committee
Criminal Justice Committee
Dept of Revenue Training
DWI Court Steering Committee
E-911 Committee
Executive Search Committee
Fair Board
Land Exchange Committee
Headwaters Regional Development Commission
Greater Bemidji
Housing Committees (FHPAP)
Joint Airport Commission
Joint Ditch Boards
Joint Law Enforcement Center Board
Joint Powers Natural Resource Board
Kitchigami Regional Library Board
Lake Bemidji Watershed Task Force
Law Library Committee
Local Water Quality Board
Long Term Care Advisory Committee
Mental Health Advisory Committee
Minnesota Rural Counties Caucus
Mississippi Headwaters Board
Mississippi River Parkway Commission
Northern Minn. Household Haz Waste Manage. Group
Land of the Dancing Sky - Area Aging Board
Northwest Juvenile Center Board
Northwest Regional Radio Board
Parks & Trails Advisory Committee
Paul Bunyan Transit Joint Powers Board
Personnel Committee **change to Negotiation/Mediation Appointment (km)**
Pine Tree Park Joint Powers
Planning Commission
Polk County Incinerator Advisory Board
Red Lake Game Fund Committee
Red River Basin Joint Powers Board
Solid Waste Advisory Board

State & Federal Legislative Activities (including meetings with individual legislators, members of congress or congressional staff)
Turtle River Watershed
Veterans Home Task Force

Also, any subcommittee of listed eligible committees or any other official Committee, Board or Commission as appointed by the County Board of Commissioners through the course of the year.

NOW, THEREFORE, BE IT RESOLVED, that members of the Beltrami County Board of Commissioners be permitted per diem payments of \$50.00 per day for attending eligible committee meetings plus mileage expense at the current County rate. This authorization is contingent on request for payment per diem and mileage being submitted within 60 days of the date of the meeting or meetings.

BE IT FURTHER RESOLVED, that, effective January 1, 2013 the annual salary exclusive of per diem payments for said Commissioners be, and is hereby established at \$20,753.67.

A motion was made by Commissioner Vene, and seconded by Commissioner Lucachick, to approve the 2013 Commissioner Salary and Per Diem Payments Resolution, keeping the same rates as 2012. Unanimously carried.

Resolutions Adopting 2013 Expenditure Budget and 2013 Property Tax Levy

BE IT RESOLVED that the Beltrami County Board of Commissioners do hereby approve the 2013 County Expenditure Budget in the amount of \$62,327,626.00.

Expenditures	2011	2012	2013
General Government	8,925,905	9,150,427	9,109,292
Public Safety	9,033,015	8,347,944	8,580,475
Highway & Streets	14,385,396	15,630,918	13,773,535
Sanitation	3,402,972	3,382,479	3,398,437
Human Services	17,485,717	17,137,892	20,331,818
Health	2,148,315	2,223,689	2,186,734
Culture & Recreation	1,076,967	1,067,971	1,112,645

Conservation	1,417,415	1,339,592	1,232,344
Economic Development	356,251	286,229	310,000
Capital Outlay	1,032,573	250,000	297,285
Debt Service	<u>2,075,595</u>	<u>2,010,530</u>	<u>1,995,061</u>
Total Expenditures	<u>61,340,121</u>	<u>60,827,671</u>	<u>62,327,626</u>

A motion was made by Commissioner Anderson, and seconded by Commissioner Frost, to approve the Resolution to set the 2013 County Expenditure Budget in the amount of \$62,327,626.00. Unanimously carried.

BE IT RESOLVED that the Beltrami County Board of Commissioners do hereby approve the 2013 County Budget, as submitted, and do hereby set the 2013 Proposed Property Tax Levy at a 0% increase, as follows:

	2010	2011	2012	2013	\$ Change	% Change
Regular Levies (Operations)						
Revenue Fund	\$7,466,840	\$7,635,040	\$8,240,040	\$7,826,701	-\$413,339	-5.02%
Human Services	\$5,465,000	\$5,419,126	\$5,419,126	\$6,380,184	\$961,058	17.73%
Road a & Bridge	\$2,173,186	\$2,107,347	\$2,107,347	\$2,174,425	\$67,078	3.18%
PERA Increase Levy	\$39,500	\$39,500	\$39,500	\$39,500	\$0	0.00%
	<u>\$15,144,526</u>	<u>\$15,201,013</u>	<u>\$15,806,013</u>	<u>\$16,420,810</u>	<u>\$614,797</u>	<u>3.89%</u>
Debt Service Levies:						
Jail Debt Service	\$300,000	\$0				
LEC Debt Service	\$300,000	\$350,000	\$330,000	\$275,000	-\$55,000	-16.67%
Judicial Center	\$280,000	\$350,000	\$350,000	\$340,203	-\$9,797	-2.80%
CSC Debt Service	\$450,000	\$450,000	\$450,000	\$450,000	\$0	0.00%
CAB Debt Service	\$500,000	\$550,000	\$550,000	0	-\$550,000	-100.00%
	<u>\$1,830,000</u>	<u>\$1,700,000</u>	<u>\$1,680,000</u>	<u>\$1,065,203</u>	<u>-\$614,797</u>	<u>-36.60%</u>
	<u>\$16,974,526</u>	<u>\$16,901,013</u>	<u>\$17,486,013</u>	<u>\$17,486,013</u>	<u>\$0</u>	<u>0.00%</u>

A motion was made by Commissioner Anderson, and seconded by Commissioner Frost, to approve the Resolution to set the 2013 Property Tax Levy at a 0% increase. Unanimously carried.

COMMISSIONERS' BUSINESS

Legislative/Lobbying Issues

- Commissioner Vene gave an AMC and Veterans Home update

Commissioners' Reports

- Commissioner Lucachick commented on the PTAC committee and re-stated his disapproval of the timber sales in Three Island Park and Movil Maze.
- Commissioner Fairbanks commented on the newly implemented CodeRed notification system put in place by Emergency Management and how well it worked for our first use during the ice storm over the weekend.

Review Upcoming Meeting Schedule

Next regular meeting of the County Board will be January 8, 2013, in the Board Room of the County Administration Building.

MEETING ADJOURNMENT

A motion to adjourn the Board meeting at 6:00 p.m. was made by Commissioner Lucachick, seconded by Commissioner Frost, and unanimously carried.

Quentin Fairbanks, Chair

Kay Mack, County Administrator