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**TRANSCRIPT OF THE PROCEEDINGS
OF THE BELTRAMI COUNTY BOARD OF COMMISSIONERS
January 4, 2011**

The Beltrami County Board of Commissioners met in regular session on January 4, 2011 at the County Board Room, County Administration Building, Bemidji, Minnesota.

CALL TO ORDER, ROLL CALL AND PLEDGE OF ALLEGIANCE

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

GENERAL COMMENTS - BOARD CHAIR

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

A motion was made by Commissioner Heltzer and seconded by Commissioner Fairbanks to elect Commissioner Vene as Board Chair for 2011. Unanimously carried.

A motion was made by Commissioner Fairbanks and seconded by Commissioner Lucachick to elect Commissioner Heltzer as Board Vice-Chair for 2011. Unanimously carried.

Commissioner Vene thanked everyone, and expressed his excitement about serving as Chair for the new year.

CITIZENS ADDRESSING THE BOARD

Dave Larson, recently elected Mayor of Bemidji, introduced himself to the Board and invited them to attend the next City Council Work Session to be held on Monday, January, 10, 2011. He is looking forward to working with Beltrami County in the coming year.

APPROVAL OF AGENDA

No corrections or additions were made to the agenda.

GENERAL BUSINESS

Approved Agenda and Amendments

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

Approved Consent Agenda

A motion to approve the Consent Agenda was made by Commissioner Heltzer, 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 December 21, 2010, and the Minutes of the Board of Commissioners Regular Meeting held December 21, 2010, 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.

Retro-Active Approval of Bills

The Board, by adoption of its Consent Agenda, gave retro-active approval to pay bills lat in December in order to report appropriate expenses in the calendar/fiscal year 2010, as submitted.

Approved Investment Policy

The Board, by adoption of its Consent Agenda, approved the revision to the Beltrami County Investment Policy that modified the requirements for investment diversification to read: "in no case shall more than 50 percent be invested in any one type of security, with the exception of certificates of deposit."

Retro-active Approval of Unorganized Township Transfers

The Board, by adoption of its Consent Agenda, gave retro-active approval to the transfers to Eland Township, Red Lake Township and Northwood Township from the Other Unorganized Township balance, as submitted.

Approved Award of Legal Publications

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

Approved Public Meeting Regarding Right-of-Way for CSAH 22

The Board, by adoption of the Consent Agenda, approved the public meeting to be held during the March 1, 2011 Regular Board Meeting regarding right-of-way for CSAH 22, as submitted.

Approved Nomination of Northern Dental Access Center for National Rural Health Association's Outstanding Rural Health Organization Award

The Board, by adoption of its Consent Agenda, approved the nomination of the Northern Dental Access Center for the National Rural Health Association's Outstanding Rural Health Organization Award, as submitted.

REGULAR AGENDA

Request to Promote One Non-benefitted Home Health Aide to Part-Time with Benefits and Hire One Part-time Home Health Aide with No Benefits

Linda Yourczek, Nursing Services Director, explained the Home Health Aide situation to the Board and answered questions.

A motion was made by Commissioner Heltzer, and seconded by Commissioner Lucachick, to promote one non-benefitted Home Health Aide to part-time with benefits and hire one part-time Home Health Aide with no benefits. Unanimously carried.

The Board also requested a copy of the policy that explains the benefitted/non-benefitted guidelines.

Request to Move Temporary Office Support Specialist in the Redby Office to Permanent Full-time

Due to an extended leave of absence of an eligibility specialist and current workload issues in the Redby Office, Health & Human Services would like to move a temporary OSS to permanent full time.

John Pogleasa, Economic Assistance Division Director answered questions from the Board.

A motion was made by Commissioner Fairbanks, and seconded by Commissioner Heltzer, to move a temporary Office Support Specialist in the Redby Office to permanent full-time status. Unanimously carried.

Review Proposed Prescriptive Easements

Marshall Graham, Interim Natural Resource Management Director explained how the DNR is currently conducting a prescriptive road easement process in Beltrami and Clearwater counties. There is an opportunity for each County to join in the process and

seek the establish prescriptive easements on forest access roads that lie in part on private land and have been used over the years for forest management activities.

A motion was made by Commissioner Heltzer, and seconded by Commissioner Frost, to adopt the recommendations presented by the Natural Resource Management Department for prescriptive easements. Unanimously carried.

First Reading: Hours of Alcohol Sale

The Board voted, at the last regular Board Meeting, to initiate a three reading process to consider the amendment of the County Liquor Ordinance, to prohibit alcohol sales after 1:00 am.

A motion was made by Commissioner Fairbanks, and seconded by Commissioner Lucachick, to conduct the First Reading and proceed with scheduling the Second Reading and Public Hearing for the February 1st Regular Board Meeting. Unanimously carried.

Consideration of 2011 Development Fund Grant Requests

The Board stressed the importance of sticking to the Statutory Requirements of Tourism, Agriculture and Industrial Classifications for Grant applicants.

2011 Development Fund Grants	2011 Request	2011 Approved
Beltrami County Agriculture Association (Fair Board)	\$30,000	\$30,000
Beltrami County Historical Society	\$20,000	\$20,000
Beltrami Humane Society	\$1,556	\$0
Bemidji Area Tennis Association	\$12,500	\$0
Blackduck History & Art Center	\$6,400	\$6,400
Boys & Girls Club of the Bemidji Area	\$3,000	\$0
Evergreen House	\$15,000	\$0
Headwaters Science Center	\$7,500	\$7,500
Northern Dental Access Center	\$9,530	\$0
Northwoods Habitat for Humanity	\$5,000	\$0
Paul Bunyan Playhouse	\$5,404	\$5,404
Totals	\$115,890	\$69,304

2010 Timber Funds apportioned to the 2011 Development Fund: \$75,000

A motion was made by Commissioner Frost, and seconded by Commissioner Lucachick, to award 2011 Development Fund Grant requests to: Beltrami County Agriculture Association (Fair Board), Beltrami County Historical Society, Blackduck History &

Art Center, Headwaters Science Center, and Paul Bunyan Playhouse. All five applicants to be awarded the full amount of their request. Unanimously carried.

COMMISSIONERS' BUSINESS

Legislative/Lobbying Issues

- Commissioner Heltzer commented on the close proximity of the Hubbard County Solid Waste Transfer Station to Beltrami County's Transfer Station. Suggested we talk with Hubbard about providing/consolidating services.

Commissioners' Reports

None.

Review Upcoming Meeting Schedule

Next regular meeting of the County Board will be January 18, 2011, 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 Fairbanks, seconded by Commissioner Frost, and unanimously carried.

Joe Vene, Chair

Tony Murphy, County Administrator

**TRANSCRIPT OF THE PROCEEDINGS
OF THE BELTRAMI COUNTY BOARD OF COMMISSIONERS
January 18, 2011**

The Beltrami County Board of Commissioners met in regular session on January 18, 2011, 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 Jim Heltzer, Quentin Fairbanks, and Jim Lucachick were present. Commissioner Jack Frost 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 of Contracts for Beltrami Works Pilot Project

The following item was added to the Consent Agenda:

- Approval of reappointment of John Winters to the Giziibii RC & D Council

GENERAL BUSINESS

Approved Agenda and Amendments

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

Approved Consent Agenda

A motion to approve the Consent Agenda was made by Commissioner Fairbanks, seconded by Commissioner Heltzer, 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 4, 2011, and the Minutes of the Board of Commissioners Regular Meeting held January 4, 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 Lawful Gambling Raffle

The Board, by adoption of its Consent Agenda, approved the off-site gambling for Blackduck Fire Relief Association to raffle a fish house during a February 26, 2011 fishing tournament on Blackduck Lake, as submitted.

Approved Small Cities Development Program Income Usage

The Board, by adoption of its Consent Agenda, approved the use of program income from the Small Cities Development Program for down payment assistance, administered by HRA or for Gap financing, administered by HHDC, pending approval by the Department of Employment and Economic Development, as submitted.

Approved Revised Solid Waste Service Fee Abatement Policy

The Board, by adoption of its Consent Agenda, approved the revised Beltrami County Solid Waste Service Fee Abatement/Addition Policy to add language allowing a fee to be charged for failure to return renewal forms by stated dates.

Approved Reappointment of Commissioner Vene to North Country CHS Advisory Committee

The Board, by adoption of its Consent Agenda, approved the reappointment of Commissioner Vene to the North Country Community Health Services (CHS) Advisory Committee, as submitted.

Approved Paid Time Off Credit for County Recorder

The Board, by adoption of its Consent Agenda, approved the request by the County Recorder that the county provide her with an initial PTO credit of 40 hours as her position as changed from an elected official to an appointed position on January 1, 2011.

Approved Parent Support Outreach Grant for Calendar Year 2011

The Board, by adoption of its Consent Agenda, approved the Parent Support Outreach Grant from the MN Department of Human Services for the calendar year 2011, as submitted.

Approved Host County Contracts for Calendar Year 2011

The Board, by adoption of its Consent Agenda, approved Host County Contracts for the calendar year 2011, as submitted.

Approved Health & Human Services Contracts for MN Health Care Programs Access Transportation and Social Services Transportation

The Board, by adoption of its Consent Agenda, approved the Approved Health & Human Services Contracts for MN Health Care Programs Access Transportation and Social Services Transportation with Paul Bunyan Transit, as submitted.

Approved Rural Minnesota CEP Contract

The Board, by adoption of its Consent Agenda, approved the Health & Human Services Contract with Rural Minnesota CEP for mandated employment services, 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.

Approval to Reappoint John Winter to Giziibii RC & D Council

The Board, by adoption of its Consent Agenda, approved the reappointment of John Winter to the Giziibii RC & D Council, as submitted.

REGULAR AGENDA

Authorization to Advertise and Fill a Full-Time Highway Accountant Position Internally

Highway Engineer, Bruce Hasbargen, updated the Board on the pending retirement of the current Highway Accountant in March and is seeking permission to fill the position internally.

A motion was made by Commissioner Heltzer, and seconded by Commissioner Lucachick, to advertise and fill the full-time Highway Accountant Position internally. Unanimously carried.

Ratification of International Union of Operating Engineers,
Local #49, Contract for 2011

Linda Tran, Human Resources Director, presented the tentative agreement with International Union of Operating Engineers, Local #49, contingent on union ratification.

A motion was made by Commissioner Fairbanks, and seconded by Commissioner Heltzer, to accept and ratify the tentative agreement with International Union of Operating Engineers, Local #49, contingent on union ratification. Unanimously carried.

COMMISSIONERS' BUSINESS

Legislative/Lobbying Issues

- Commissioner Vene reported on an upcoming Veterans Home meeting with Senator Carlson.
- Administrator Murphy is tentatively scheduled to speak at an upcoming House/Senate Majority Caucus regarding outcome based government.

Commissioners' Reports

- Commissioner Heltzer reported on HRA Board activity and efforts being made by the new Mayor of Bemidji to work with Beltrami County on joint venture projects.

Review Upcoming Meeting Schedule

Next regular meeting of the County Board will be February 1, 2011, 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 Fairbanks, seconded by Commissioner Lucachick, and unanimously carried.

Joe Vene, Chair

Tony Murphy, County Administrator

**TRANSCRIPT OF THE PROCEEDINGS
OF THE BELTRAMI COUNTY BOARD OF COMMISSIONERS
February 1, 2011**

The Beltrami County Board of Commissioners met in regular session on February 1, 2011, 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 5:01 p.m. Commissioners Jim Heltzer, Jack Frost, Quentin Fairbanks, and Jim Lucachick 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 Board of Water & Soil Resources, Natural Resources Block Grant
- Approval of Lease Agreements between Headwaters Shooting Sports Assoc, Bemidji Area Shooters Assoc and Bemidji Trap & Skeet Club

The following item was moved to the Regular Agenda:

- Public Hearing and Approval of Resolution for Revocation of Little Dip Loop Dr NE

GENERAL BUSINESS

Approved Agenda and Amendments

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

Approved Consent Agenda

A motion to approve the Consent Agenda was made by Commissioner Frost, seconded by Commissioner Heltzer, 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 18, 2011, and the Minutes of the Board of Commissioners Regular Meeting held January 18, 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 MCCC Contract for Finance and General Government Software

The Board, by adoption of its Consent Agenda, approved the Minnesota Counties Computer Cooperative (MCCC) Contract for Financial and General Government software, as submitted.

Approved Post Employment Health Care Savings Plan for Elected Executive Officers

The Board, by adoption of its Consent Agenda, approved the elected executive officers to participate in the Post Employment Health Care Savings Plan, as submitted.

Approved Highway Department to Fill Seven Seasonal Laborer Positions

The Board, by adoption of its Consent Agenda, approved the Highway Department to fill seven seasonal laborer positions, as submitted.

Approved Board of Water & Soil Resources, Natural Resources Block Grant

The Board, by adoption of its Consent Agenda, approved the Board of Water & Soil Resources, Natural Resources Block Grant Agreement for FY 2011, as submitted.

Approved Lease Agreements between Headwaters Shooting Sports Assoc, Bemidji Area Shooters Assoc and Bemidji Trap & Skeet Club

The Board, by adoption of its Consent Agenda, approved the Lease Agreements between Headwaters Shooting Sports Assoc, Bemidji Area Shooters Assoc and Bemidji Trap & Skeet Club. These sublease agreements for use of the park areas require the consent of the Beltrami County Board.

REGULAR AGENDA

Clarification of 2011 Kitchigami Regional Library Budget

Commissioner Lucachick presented the issue to be clarified as follows: The budget adopted by the County Board included \$309,841 for the Kitchigami Regional Library services. During the December 21, 2010 Work Session the Board discussed spending only the State-imposed Maintenance of Effort amount of \$294,624 and holding the remaining balance in reserve. The Kitchigami Library Board has budgeted using the \$309,841 amount.

Kitchigami Regional Library Director, Marion Ridge was present to answer questions and receive clarification as to which amount they should be working from.

Paul Erickson, Branch Manager at the Bemidji Public Library stated that library services and usage has been steadily increasing and staff is working harder with less. He would like to see the Board authorize the \$309,841 to insure no cuts for the coming year.

Marilyn Heltzer also spoke in support of maintaining the \$309,841 in funding for the library.

A motion was made by Commissioner Heltzer, and seconded by Commissioner Frost, to set the 2011 budget contribution for Kitchigami Regional Library at \$309,841, as originally approved in the Budget. Carried 4/1 vote. Commissioners Fairbanks, Frost, Vene and Heltzer voting yes; Commissioner Lucachick voting no.

Public Hearing/Second Reading: Proposed Ordinance Change to Hours of Alcohol Sales

County Attorney, Tim Faver, gave a brief history on the Ordinance and where it stands to-date.

Chairman Vene opened the Public Hearing:

Richard Lehmann, Former Mayor of Bemidji, spoke in support of the 1 am closing and his frustration with the fact that the County and the City did not discuss the issue back in November, before the City voted for a 2 am closing.

Ralph Morris, Medical Advisor to County Health & Human Services Department, spoke to the dangers of more alcohol impaired drivers on the roads with a 2 am bar closing.

Steve Fogelson, a County resident stated his opposition to a 2 am bar closing.

Mary Marchel, Health & Human Services Director, stressed the obligation of the Board, as Board of Health to the residents of Beltrami County, to act in the best interests of the health and safety of its citizens and impose the 1 am bar closing.

Bill Larson, Jay Kaasa, Jill Naylor-Yarger, Arlo Fiack and Kathy Johnson all spoke in support of the 1 am bar closing.

Sheriff Phil Hodapp, in his research of other Counties, could not find one respondent with a good reason, from a public safety standpoint, to extend bar hours to 2 am.

Emil Erickson, Mayor of Funkley and owner of Funkley Bar stated that the 2 am bar closing in the City of Funkley, has not affected his business or the City in a negative manner.

Brian Ophus, a student from Bemidji State University, stated that from what he has witness at this Public Hearing, it is clear that the people have spoken and the elected officials should listen, and act accordingly.

Chairman Vene closed the public hearing.

A motion was made by Commissioner Lucachick and seconded by Commissioner Frost to adopt the Second Reading of the Proposed Amended County Ordinance for the Licensing and Regulation of the Sale of Alcoholic Beverages and schedule the 3rd and Final Reading. Unanimously carried.

Consideration of County Committee Appointments

Giziibii Resource Conservation & Development Council: Antoinelle Thompson

Land of the Dancing Sky Agency on Aging: Diane Mostad

Beltrami County Extension Committee: Lynn Ahern

A motion was made by Commissioner Lucachick, and seconded by Commissioner Fairbanks, to approve the appointments of: Antoinelle Thompson to the Giziibii Resource Conservation & Development Council; Diane Mostad to the Land of the Dancing Sky Agency on Aging and Lynn Ahern to the Beltrami County Extension Committee. Unanimously carried.

Public Hearing and Approval of Resolution for Revocation of
Little Dip Loop Dr NE

County Engineer, Bruce Hasbargen presented the information and the request by Sugar Bush Township to acquire responsibility for Little Dip Loop Dr. NE.

No one in the audience wished to address the Board for the Public Hearing.

Resolution for Revocation of Little Dip Loop Dr. NE to Sugar Bush Township:

WHEREAS: The road referred to as Little Dip Loop Dr NE, was a section of County State Aid Highway 20 before it was reconstructed and realigned,

WHEREAS: Little Dip Loop Dr NE has remained under County jurisdiction,

WHEREAS: Sugar Bush Township has expressed interest in taking over jurisdiction and maintenance of Little Dip Loop Dr NE.

WHEREAS: it is more appropriate for Little Dip Loop Dr NE, to be under Sugar Bush Township jurisdiction.

WHEREAS: Minnesota Statutes 163.11, provides for the revocation and reversion of a county road to a township.

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 Sugar Bush Township, as provided by Minnesota Statutes 163.11, subd. 5:

LITTLE DIP LOOP DR. NE.

That part of the old right of way of Beltrami County State Aid Highway Number 20 which lies southerly of the southerly right of way line of said Beltrami County State Aid Highway Number 20 as described in the Warranty Deed recorded as microfilm number 326370 in the office of the Beltrami County Recorder, said old right of way is described as follows: Beginning at a point on said southerly right of way line a distance of approximately 280 feet westerly of the northeast corner of the Northeast Quarter of the Northwest Quarter of Section 24, Township 147 North, Range 31 West, Beltrami County, Minnesota; thence southeasterly, easterly and northeasterly along said old County State Aid Highway Number 20 as it exists in 2010 across the Northeast Quarter of the Northwest Quarter and the Northwest Quarter of

the Northeast Quarter of said Section 24 to the intersection with said southerly right of way line of Beltrami County State Aid Highway Number 20 as described in the Warranty Deed recorded as microfilm number 326370 in the office of the Beltrami County Recorder at a point approximately 1,120 feet easterly of said Northeast corner of the Northeast Quarter of the Northwest Quarter. The right of way to be revoked is illustrated on the attached map.

A motion was made by Commissioner Heltzer and seconded by Commissioner Frost to approve the Resolution for Revocation of Little Dip Loop Dr. NE to Sugar Bush Township. Unanimously carried.

COMMISSIONERS' BUSINESS

Legislative/Lobbying Issues

- Commissioner Vene reported on the upcoming Veterans Home Task Force meeting on Saturday, February 5, 2011.

Commissioners' Reports

- Commissioner Lucachick gave a treasurer's report on the Kitchigami Regional Library System

Review Upcoming Meeting Schedule

Next regular meeting of the County Board will be February 15, 2011, in the Board Room of the County Administration Building.

MEETING ADJOURNMENT

A motion to adjourn the Board meeting at 7:10 p.m. was made by Commissioner Heltzer, seconded by Commissioner Lucachick, and unanimously carried.

Joe Vene, Chair

Tony Murphy, County Administrator

**TRANSCRIPT OF THE PROCEEDINGS
OF THE BELTRAMI COUNTY BOARD OF COMMISSIONERS
February 15, 2011**

The Beltrami County Board of Commissioners met in regular session on February 15, 2011, 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 Jim Heltzer, Jack Frost, Quentin Fairbanks, and Jim Lucachick were present.

GENERAL COMMENTS - BOARD CHAIR

None.

CITIZENS ADDRESSING THE BOARD

None.

APPROVAL OF AGENDA

The following item was moved from the Consent to the Regular Agenda:

- Approve Host County Contracts for Calendar Year 2011

The following item was added to the Consent Agenda:

- Approve 2011 Beltrami Works Pilot Project Contract

GENERAL BUSINESS

Approved Agenda and Amendments

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

Approved Consent Agenda

A motion to approve the Consent Agenda was made by Commissioner Fairbanks, seconded by Commissioner Heltzer, 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

1, 2011, and the Minutes of the Board of Commissioners Regular Meeting held February 1, 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 Grant Agreement for Three Island Park Parking Lot

The Board, by adoption of its Consent Agenda, approved the grant agreement with MN Dept of Natural Resources for a \$30,000 grant intended to relocate the south parking lot of the Three Island Lake County Park, as submitted.

Approved Resolution Authorizing Grant Agreement Amendment to Narcotics and Gang Task Force Agreement for 2010

The Board, by adoption of its Consent Agenda, approved the Resolution to Amend the Grant Agreement for Narcotics and Gang Task Force 2010-2011:

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

NOW THEREFORE 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 Resolution for Grant to Provide Three Control Stations for PSAP

The Board, by adoption of its Consent Agenda, approved the Resolution authorizing execution of agreement for Grant to provide three control stations for PSAP:

WHEREAS, the Beltrami County Sheriff's Office of Communications and Emergency Management is responsible for radio communications; and

WHEREAS, Grant dollars are available from the Minnesota Department of Public Safety Division of Emergency Communications Network; and

WHEREAS, this grant money is available for the purchase and install of controls stations (also known as fixed mobile radios or consolettes) capable of providing for interoperability between 700/800 MHZ and VHF radio systems; and

WHEREAS, the Beltrami County Sheriff's Office of Communications and Emergency Management has successfully participated in these grant opportunities in the past;

NOW THEREFORE BE IT RESOLVED that the Beltrami County Sheriff's Office of Communications and Emergency Management enter into grant agreement(s) with the Minnesota Department of Public Safety Division of Emergency Communications Network to procure needed equipment to allow for interoperability between our agency as well as local, county, state and federal agencies.

BE IT FURTHER RESOLVED that the Beltrami County Sheriff, Chief Deputy and the Communications Supervisor/Emergency Management Director are hereby authorized to execute such agreements and amendments as are necessary to implement the projects on behalf of the Beltrami County Sheriff's Office and to be the fiscal agent and administer the grants for the period of the grants.

Approved Resolution to Establish Distribution of Gas Tax

The Board, by adoption of its Consent Agenda, gave authorization to Establish the Following Formula and Criteria for Gas Tax Distribution to Townships

WHEREAS: Minnesota Statute 162.081 requires the county board to adopt the formula and eligibility criteria for gas tax distribution to the townships,

WHEREAS: by statute the formula should factor the townships population, town road mileage, the township's levy and other factors the county board deems advisable in the interests of the achieving equity among towns,

WHEREAS: Beltrami County has been using the following formula and distribution criteria, which appropriately factors the certified mileage, township levy and population of each township,

Criteria: The Township must have levied for taxes payable in the previous year for road and bridge purposes at least 0.04835 percent of taxable market value. For purposes of the

eligibility requirement, taxable market value means taxable market value for taxes payable two years prior to the aid distribution year.

Formula: Ten percent equal distribution, then Forty-Five percent distribution by mileage and then Forty-Five percent distribution by population.

NOW THEREFORE, BE IT RESOLVED: by the County Board of Commissioners of the County of Beltrami that the above criteria and formula will be used to distribute the annual apportionment of Gas Tax as required by Minnesota Statutes 162.081.

Approved Highway Easement on CSAH 20

The Board, by adoption of its Consent Agenda, approved the request for easement from a project completed in 1992 on CSAH 20. The easement had missed being recorded at that time.

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.

Approved Board of Water & Soil Resources Enhancement Grant for County Subsurface Sewage Treatment Systems (SSTS) Program

The Board, by adoption of its Consent Agenda, approved the 2011 Board of Water & Soil Resources Enhancement Grant for Beltrami County Subsurface Sewage Treatment Systems (SSTS) Program, 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 2011 Beltrami Works Pilot Project Contract

The Board, by adoption of its Consent Agenda, approved the contract with The Northway Group in the amount of \$145,732.00

for services on the 2011 Beltrami Works Pilot Project, as submitted.

REGULAR AGENDA

Fill Part Time Extension Secretary Position

Due to a resignation, the Extension Secretary Position (.7 FTE) is vacant.

A motion was made by Commissioner Frost, and seconded by Commissioner Heltzer, to fill the vacant Part-Time Extension Secretary Position. Unanimously carried.

Approval to Award Contract for Highway Department Architectural Services

Steve Shadrick, Facilities Management Director reported on the results from the committee review of RFQ's for architectural/engineering services for the Highway Department project remodel. The committee recommended the selection of Widseth Smith Nolting, the lowest bidder, for this project.

A motion was made by Commissioner Lucachick, and seconded by Commissioner Fairbanks, to approved the proposal of Widseth, Smith, Nolting in the amount of \$34,800.00, to conduct architectural/engineering services for the Highway Department remodel project, as submitted. Unanimously carried.

Third Reading: Proposed Ordinance Change to Hours of Alcohol Sales

The First Reading for the changes to Ordinance 44 was held on January 4, 2011; the Public Hearing and Second reading was held on February 1, 2011. This is the Third and Final Reading to amend the County liquor Ordinance (44) to prohibit alcohol sales after 1:00 am.

A motion was made by Commissioner Frost, and seconded by Commissioner Heltzer, to adopt the third and final reading to amend Ordinance 44 to include the prohibition of alcohol sales after 1:00 am. Unanimously carried by roll call vote.

Approved Host County Contracts for Calendar Year 2011

Mary Marchel, Health & Human Services Director addressed the Board and answered questions regarding several of the contracts up for approval.

A motion was made by Commissioner Heltzer and seconded by Commissioner Frost, to approve the Host County Contracts for Calendar Year 2011 as submitted by Health and Human Services. Unanimously carried.

COMMISSIONERS' BUSINESS

Legislative/Lobbying Issues

- Commissioner Vene provided a written summary and reported on AMC activities
- Commissioner Frost reported that he, and Highway Engineer, Bruce Hasbargen, would be attending the MN Transportation Alliance Day at the Capital.

Commissioners' Reports

- Commissioner Lucachick requested direction from the Board regarding Kitchigami Regional Library activities.

A motion was made by Commissioner Fairbanks, and seconded by Commissioner Frost, to support efforts by Commissioner Lucachick, as Chairman of the Kitchigami Regional Library Board, to pursue efforts towards using KRL reserves to fund services when maintenance of effort support from Counties is not enough to maintain services. Roll call vote 4/1; Commissioners Frost, Lucachick, Vene and Fairbanks voting Yes and Commissioner Heltzer voting No.

Review Upcoming Meeting Schedule

Next regular meeting of the County Board will be March 1, 2011, in the Board Room of the County Administration Building.

CLOSED SESSION

The County Board met in Closed Session to "consider strategy for labor negotiations, including negotiation strategies or developments or discussion and review of labor negotiation proposals."

MEETING ADJOURNMENT

A motion to adjourn the Board meeting at 5:50 p.m. was made by Commissioner Heltzer, seconded by Commissioner Lucachick, and unanimously carried.

Joe Vene, Chair

Tony Murphy, County Administrator

**TRANSCRIPT OF THE PROCEEDINGS
OF THE BELTRAMI COUNTY BOARD OF COMMISSIONERS
March 1, 2011**

The Beltrami County Board of Commissioners met in regular session on March 1, 2011, 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 Jim Heltzer, Jack Frost, Quentin Fairbanks, and Jim Lucachick were present.

GENERAL COMMENTS - BOARD CHAIR

None.

CITIZENS ADDRESSING THE BOARD

None.

APPROVAL OF AGENDA

The following items were added to the Consent Agenda:

- Approve Engineering Services Contract Bid Award for Jail Controls Project
- Approve Income Maintenance Case Banking Re-Organization

GENERAL BUSINESS

Approved Agenda and Amendments

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

Approved Consent Agenda

A motion to approve the Consent Agenda was made by Commissioner Frost, seconded by Commissioner Fairbanks, 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 15, 2011, and the Minutes of the Board of Commissioners Regular Meeting held February 15, 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 Set-Up Licenses

The Board, by adoption of its Consent Agenda, approved the list of set-up licenses renewals as submitted by the Auditor/Treasurer.

Approved Beltrami NRM Wetland Conservation Act Application

The Board, by adoption of its Consent Agenda, approved Beltrami County Natural Resource Management's (NRM) Wetland Conservation Act application to fill wetland for the construction of a new parking area at Three Island lake Park, with mitigation via the purchase of credits from an established wetland bank in Beltrami County, as submitted.

Approved 2011 Forest Development Bid Awards

The Board, by adoption of its Consent Agenda, approved award of bids for 2011 forest development activities as submitted by the Natural Resource Management Department.

Approved Payments to Contractors for 2011 Project Activities

The Board, by adoption of its Consent Agenda, authorized NRM to pay tree planters, site preparation, release, inventory, beaver project and deer browse protection contractors as projects are completed by contract specifications and approval by NRM staff.

Approved Amendment of 2011-2012 Remonumentation Contract

The Board, by adoption of its Consent Agenda, approved the 2011-2012 Remonumentation Contract with Kramer Leas DeLeo PC amendment to include nine additional corner locations previously scheduled to be completed by Beltrami County Highway Department, as submitted.

Approved Health and Human Services Host County Contracts for Calendar Year 2011

The Board, by adoption of its Consent Agenda, approved the Host County Contracts for Calendar Year 2011, as submitted by Health & Human Services.

Approved Resolution Authorizing Grant Participation

The Board, by adoption of its Consent Agenda, approved the Resolution to enter into an agreement with MN/DNR for "2011/2012 State Boat and Water Safety 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 2011/2012 State 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 "2011/2012 State Boat and Water Safety Grant."

Approved Sheriff to Hire Casual Boat & Water Deputy

The Board, by adoption of its Consent Agenda, approved the Sheriff to hire a Casual Boat & Water Deputy for the summer 2011, as submitted.

Approved Engineering Services Contract Bid Award for Jail Controls Project

The Board, by adoption of its Consent Agenda, approved the Engineering Services contract to Engineering Design Initiative for the Beltrami County Jail Control Project, as submitted.

Approved Income Maintenance Case Banking Re-Organization

The Board, by adoption of its Consent Agenda, approved the Health and Human Services plan for Case Banking Re-Organization of the Income Maintenance Division, including the hiring of two full-time Eligibility Specialists and six full-time Case Aides, as submitted.

REGULAR AGENDA

Authorization to Fill Full-Time Payroll Tech Position

Due to a current Payroll Technician accepting the Accountant Position at the Highway Department, the Auditor/Treasurer's Office would like to fill the vacated, full-time position. Auditor/Treasurer, Kay Mack, was present to answer questions.

A motion was made by Commissioner Lucachick, and seconded by Commissioner Heltzer, to fill one full-time Payroll Technician Position. Unanimously carried.

Authorization to Fill Full-Time Network Administrator Position

Due to the 4/20/2011 retirement of the current Network Administrator, MIS Department would like to post to fill the vacated position internally and then post externally for the position vacated. MIS Director, Ron Pula, was present to answer questions.

A motion was made by Commissioner Fairbanks, and seconded by Commissioner Heltzer, to post the Network Administrator Position internally and post externally for the position vacated.

Public Hearing: Revocation of a Portion of CSAH 22 Right-of-Way Resolution

Turtle Lake Township has requested that Beltrami County revert a portion of CSAH 22 right-of-way to the township.

Resolution Authorization to Revert a Portion of CSAH 22 ROW to Turtle Lake Township:

WHEREAS: The section of right of way described below is excess remaining from when County State Aid Highway 22 was reconstructed and realigned,

WHEREAS: this section of right of way has remained under County jurisdiction,

WHEREAS: Turtle Lake Township has expressed interest in taking over jurisdiction and maintenance of this section of right of way.

WHEREAS: it is more appropriate for the right of way to be under Turtle Lake Township jurisdiction.

NOW THEREFORE, BE IT RESOLVED: by the County Board of Commissioners of the County of Beltrami that the following described section of right of way shall be and is hereby revoked

and shall revert directly to Turtle Lake Township, as provided by Minnesota Statutes 163.11, subd. 5:

That part of Old County State Aid Highway 22, as existing prior to the 1974 reconstruction of CSAH 22, located within the Northeast Quarter of the Southwest Quarter, Section 25, Township 148 North, Range 33 West, Beltrami County, Minnesota, and lying westerly of a line 66 feet westerly of and parallel with the centerline described by Centerline Description, CSAH 22, Recorded by Document No. A000236188. Less that part previously revoked and reverted to the Township of Turtle Lake by Beltrami County Board Resolution passed, adopted and approved by said County Board on August 12, 1975;

AND,

All that part of Township Road and Beltrami CSAH No. 22 as donated and dedicated on the plat of CYRANA HEIGHTS, according to the recorded plat thereof, lying westerly of a line 66 feet westerly of and parallel with the centerline described by Centerline Description, CSAH 22, Recorded by Document No., A000236188.

The right of way to be revoked is illustrated on the attached map.

Chairman Vene opened the Public Hearing.

Bruce Hasbargen, County Engineer, presented the information and answered questions from the Board.

No one in the audience wished to address the Board.

Chairman Vene closed the Public Hearing.

A motion was made by Commissioner Frost, and seconded by Commissioner Lucachick, to approve the Resolution revoking a portion of CSAH 22 right-of-way to Turtle Lake Township. Unanimously carried.

Con-Con Grant Recommendations

The Fund Committee, after reviewing the applications, is recommending 11 grants for a total of \$64,608 be granted and the balance of available funds (\$50,392) be kept in fund balance for reserves.

A motion was made by Commissioner Fairbanks, and seconded by Commissioner Heltzer, to approve the eleven Con-Con Grant Applications totaling \$64,608 and keeping the remaining \$50,392 in fund balance reserves. Unanimously carried.

COMMISSIONERS' BUSINESS

Legislative/Lobbying Issues

- Commissioner Vene reported on the upcoming Legislative Conference in St. Paul.
- Commissioner Frost reported on his attendance at the Transportation day at the Capital, the Mississippi Headwaters Board and the Resort Association's day at the Capital.

Commissioners' Reports

- Commissioner Lucachick gave an update on the mental health transportation. Upper Mississippi Mental Health will be taking responsibility for providing most of the mental health transports.
- Commissioner Vene reported on the Beltrami County Audit.
- Commissioner Vene gave an update on the AMC Policy Committee.

Review Upcoming Meeting Schedule

Next regular meeting of the County Board will be March 15, 2011, in the Board Room of the County Administration Building.

MEETING ADJOURNMENT

A motion to adjourn the Board meeting at 5:23 p.m. was made by Commissioner Fairbanks, seconded by Commissioner Frost, and unanimously carried.

Joe Vene, Chair

Tony Murphy, County Administrator

**TRANSCRIPT OF THE PROCEEDINGS
OF THE BELTRAMI COUNTY BOARD OF COMMISSIONERS
March 15, 2011**

The Beltrami County Board of Commissioners met in regular session on March 15, 2011, 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 5:02 p.m. Commissioners Jim Heltzer, Jack Frost, Quentin Fairbanks, and Jim Lucachick 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 Vacant Full-Time Microcomputer Specialist Position

The following item was added to the Regular Agenda:

- Approval of Terms & Conditions Settlement Agreement for Release From Employment

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 March 1,

2011, and the Minutes of the Board of Commissioners Regular Meeting held March 1, 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 Resolution for DNR Review of Proposed Land Sale Parcels

The Board, by adoption of its Consent Agenda, approved the Resolution for Review by the MN Dept of Natural Resources for Sale of 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.

Lands for Sale			
Parcel Number	Description, township and comments/notes		Commissioner District
01.00113.00;	Sec	Twp Rng	Alaska Township 3

Lands for Sale			
Parcel Number	Description, township and comments/notes		Commissioner District
01.00203.00; & 01.00204.00	28 150 34	acreage	
03.01075.00	Outlot A Putter Park Olympic Hills Estates Sec Twp Rng 11 146 33	Bemidji Township 3.4 deeded acres	3
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	3
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 2 acres	1
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	1
10.00215.00	Lot 2 W of N & S ¼ line Sec Twp Rng 20 151 31	Cormant Township 1.41 acres	4
11.00238.00	Lot 011 Block 001 and Lot 12 Puposky Sec Twp Rng 32 149 33	Durand Township .32 acre	3
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	3
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	1
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	3
15.00173.00	W½ of SE¼ of NE¼ Sec Twp Rng 08 146 34	Grant Valley 20 deeded acres	3
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	3
Proposed division of: 31.00025.00	Parcel description would be arrived from proposed division description Sec Twp Rng 02 147 33	Northern Township NRM Department proposing Division of parcel (reflected by black triangular piece on Land Transaction Review); Main parcel is ± 8.30 acres; falls within the purview of the Greater Bemidji Joint Planning Board	5

Lands for Sale			
Parcel Number	Description, township and comments/notes		Commissioner District
To be determined	100' R-O-W strip of land lying between parcel 31.00693.00, and formerly described as "a strip of land one hundred (100) feet in width, known as the Minneapolis, Red Lake and Manitoba Railway right-of-way running in a general northerly and southerly direction" (Deed Book of Record No. 111 – Beltrami County, Page 344 Sec Twp Rng 30 147 33	Northern Township; selling this parcel will consolidate parcel 31.00693.00 into one contiguous parcel. This R-O-W divides this parcel in half and is of no use to Beltrami County. This parcels falls within the purview of the Greater Bemidji Joint Planning Board	5
34.00558.00; 34.00562.00; 34.00563.00; 34.00566.00; 34.00567.00 & 34.00568.00	Note: multiple parcels with individual legal description. All parcels are located in the plat of Gull Lake Manor Sec Twp Rng 03 148 32	Port Hope Township Non-buildable parcels; consider combining and selling as one parcel. Maintain tax-forfeited parcels that lies between the four parcels (34.00562.00, 34.00563.00, 34.00566.00 and 34.00567.00) – requires legislative approval	1
40.00093.00	S½ of NW¼ Sec Twp Rng 15 153 32 Forfeited 12-6-2006	Shotley Township	4

Lands for Sale			
Parcel Number	Description	Commissioner District	
46.00100.11	THAT PART OF LOT 3 LYING S'RLY & E'RLY OF A LINE DESC AS FOLL COMM AT NE CORNER OF SAID LOT 3, THENCE S00°02'54"E, ASSUMED BEARING, ALONG E LINE OF SAID LOT 3 - 500.15' TO PT OF BEG OF LINE TO BE DESC, THENCE S88°32'25"W, PAR WITH N LINE OF SAID LOT 3 - 547.77', THENCE S02°01'07"E - 607.50', THENCE S41°33'23"W - ABOUT 163 FT TO SHORELINE OF LAKE ANDRUSIA, & SAID LINE THERE TERMINATING FORFEITED 8-26-09 (2003 NH) Sec Twp Rng 08 146 31	Ten Lake Township	1
46.00161.00	S½ of NW¼ of NW¼ of SW¼ Sec Twp Rng 12 146 31	Ten Lake Township 5 deeded acres Ten Lake Township has zoning	1

46.00165.00	SE $\frac{1}{4}$ of SW $\frac{1}{4}$ of SW $\frac{1}{4}$ Sec Twp Rng 12 146 31	Ten Lake Township 10 deeded acres Ten Lake Township has zoning	1
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	1
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	5
47.00255.00	Lot 4 W of RY less plat of Werner (RY-Minneapolis, Red Lake & Manitoba as stated on plat of Werner) Sec Twp Rng 19 148 33	Turtle Lake Township 10.16 calculated acres; possible private auction	5
80.01749.00	Lot 008 Block 004 Bailey's Addition to Bemidji Sec Twp Rng 08 146 33	City of Bemidji; this parcel has heavy special assessments against it; however there has been active discussion of acquiring the parcel through private auction (nonstandard lot) – falls within the purview of the Greater Bemidji Joint Planning Board	2
Lands for Sale			
Parcel Number	Description		Commissioner District
80.02393.00	Lot 010 Block 003 Henderson's Second Addition Sec Twp Rng 15 146 33 Forfeited 9-14-10	City of Bemidji	2
80.02394.00	Lot 011 Block 003 Henderson's Second Addition Sec Twp Rng 15 146 33 Forfeited 9-14-10	City of Bemidji 617 Lake Ave NE Bemidji, MN 56601	2

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)	4
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	3

Approved Resolution Authorizing Bi-Cap to Apply for Funding through the Family Homelessness Prevention and Assistance Program

The Board, by adoption of its Consent Agenda, approved the Resolution Authorizing Bi-Cap to Apply for Funding through the Family Homelessness Prevention and Assistance Program:

WHEREAS, the Minnesota Housing Finance Agency, State of Minnesota, has been authorized to undertake a program to provide funds for Family Homeless Prevention and Assistance Projects; and

WHEREAS, the Bi-County Community Action Programs Inc., has developed an application for the Minnesota Housing Finance Agency Family Homelessness Prevention and Assessment Program; and

WHEREAS, Bi-County Community Action Programs, Inc has demonstrated the ability to perform the required activities of the Minnesota Housing Finance Agency Family Homelessness Prevention and Assistance Program;

NOW, THEREFORE, be it resolved that Bi-County Community Action Programs, Inc is hereby authorized as an entity to be charged with the administration of funds made available through the Minnesota Housing Finance Agency Family Homelessness Prevention and Assistance Program in the County of Beltrami, in Minnesota.

Approved Highway Engineer Attendance to Transportation Research Board, Low Volume Road Conference

The Board, by adoption of its Consent Agenda, approved the Highway Engineer to attend the Transportation Research Board,

Low Volume Road Conference to be held in Lake Buena Vista, Orlando, Florida, as submitted.

Approved 2011 Federal Recreational Trails Program Resolution

The Board, by adoption of its Consent Agenda, approved the Resolution for 2011 Federal Recreational Trails Program:

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

WHEREAS, The County supports improvements to Movil Maze Recreational Area, which includes providing opportunities for creating and expanding a non-motorized trail network and a possible market for mountain bikers;

WHEREAS, the Beltrami County Board supports the 2011 Federal Recreational Trails Program to request funds and in-kind support for the development of a mountain bike/snowshoe trail within the Movil Maze Recreation area, and

WHEREAS, the grant amount is for \$5,000 with a matching in-kind amount provided by the project partner North Star Trail Builders,

NOW, THEREFORE, BE IT RESOLVED, if Beltrami County is awarded a grant by the Federal Recreational Trails Program, Beltrami County agrees to accept the grant award, and may enter into an agreement with the Federal Recreational Trails Program for the above referenced project. Beltrami County will comply with all applicable laws, environmental requirements and regulations as stated in the grant agreement, and,

BE IT FURTHER RESOLVED, Beltrami County names the fiscal agent for this project as:

Ms. Kay Mack
Beltrami County Auditor-Treasurer
701 Minnesota Ave NW
Bemidji, MN 56601

BE IT FURTHER RESOLVED, Beltrami County hereby assures that the Movil Maze Recreation Area improvements will be maintained for a period of no less than 20 years.

Approved Nursing Services Compliance with Accepted Professional Standards and Principles

The Board, by adoption of its Consent Agenda, approved the Nursing Services Compliance with Accepted Professional Standards and Principles Statement.

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 MIS to Fill Vacant Full-Time Microcomputer Specialist Position

The Board, by adoption of its Consent Agenda, approved the MIS Department to fill one vacated full-time Microcomputer Specialist Position, as submitted.

REGULAR AGENDA

Consideration of Active Living Resolution

Matthew Dyrdaahl, from the HRDC, presented the Active Living Resolution and reviewed the goals and strategies as a part of the Statewide Health Improvement Program (SHIP).

Whereas, the Headwaters Regional Development Commission (HRDC) began working on Active Living in the Bemidji Area in 2008 and developed a region-wide approach to Active Living with the completion of an Active Living Strategic Plan in July 2010, in partnership with the North Country Health Board via the Statewide Health Improvement Program (SHIP); and

Whereas, the HRDC and the SHIP Community Leadership Team utilized information gathered from public engagement meetings and a SWOT analysis (Strengths, Weaknesses, Opportunities, and Threats) to develop an Active Living Vision, Goals, Objectives, and Strategies that could be embraced by Beltrami County; and

Whereas, physical inactivity, poor nutrition, and smoking are all leading causes of increased rates of obesity and preventable (chronic) illness; and

Whereas, Active Living principles support economic development and "livable" communities by providing safe and convenient connections to destinations, including school, home, work,

recreation land, and retail by improving the environment for pedestrians and bicyclists; and

Whereas, Beltrami County believes that a community and streets designed with all people in mind will be in the best interests of the health, safety and welfare of the County and its residents, and, specifically will result in quality of place, sustainable and responsible land use, cost effectiveness, health benefits, transportation options, accessibility, equity, safety, and convenience; and

Therefore, be it resolved, Beltrami County supports the regional Active Living Vision:

Through deliberate, collective action, the Headwaters Region will be a place:

- Where there exists a mutual respect among all modes of transportation.
- That has been recognized nationally as a safe and healthy place to live.
- That is as accessible for bicyclists and pedestrians as it is for motor vehicles.
- Where physical activity is safe, easy, accessible and a common occurrence for residents.
- That has strong connections-allowing people to comfortably navigate to and from destinations in the community.
- Where children can safely walk and bicycle to school.

Be it further resolved, that Beltrami County supports and endorses the following Active Living principles:

- 1) Communities should promote policies that create and support an Active Living environment.
- 2) Communities should consider and evaluate the needs of all modes of transportation when planning for and designing roadways, including users of all ages and abilities.
- 3) Communities should plan for, construct, and maintain infrastructure that makes physical activity a safe, easy, accessible, and enjoyable option.

Be it further resolved, that Beltrami County understands the importance of health and wellness, and will consider incorporating Active Living principles into plans, programs, and physical infrastructure projects as opportunities for implementation occur.

A motion was made by Commissioner Frost, and seconded by Commissioner Heltzer, to approved the Resolution of support for the Active Living Vision. Unanimously carried.

Sheriff Department Request to Hire Three Part-Time Jailers and Make one Part-Time Female Corrections Officer Position Full-Time
Chief Deputy, Mike Bakke, presented the request for the Sheriff's office to hire 3 part time jailers (2 females and 1

male) to fill shifts left open when full-time staff are taking vacation or sick leave. They are also seeking permission to make one Part-Time Female corrections officer position full-time.

A motion was made by Commissioner Fairbanks, and seconded by Commissioner Lucachick, to hire three part-time jailers and make one part-time female corrections officer position full-time. Unanimously carried.

Repurchase Requests for Forfeited Property

Auditor/Treasurer, Kay Mack, is recommending, on behalf of the Land Sale Committee, denial of repurchase requests made by Anthony and Marie Hanson for parcel 40.00093.00 in Shotley Township; Roxann Druvenga for parcel 46.00100.11 in Ten Lake Township; and Affinity Plus Federal Credit Union for 80.02392.00 and 80.02394.00.

A motion was made by Commissioner Fairbanks, and seconded by Commissioner Heltzer, to deny the request to repurchase forfeited property by Anthony and Marie Hanson for parcel 40.00093.00; Roxann Druvenga for parcel 46.00100.11 and Affinity Plus Federal Credit Union for parcels 80.02393.00 and 80.02394.00. Unanimously carried by roll call vote.

Terms & Conditions Settlement Agreement for Release From Employment

A motion was made by Commissioner Frost, and seconded by Commissioner Lucachick, to approved the Terms & Conditions Settlement Agreement for release and waiver of claims, from employment with Beltrami County. Carried 4/1 vote. Commissioners Frost, Vene, Fairbanks & Lucachick: Yes. Commissioner Heltzer: No.

COMMISSIONERS' BUSINESS

Legislative/Lobbying Issues

- Commissioner Vene reported on AMC Committee work on MAGIC Act.
- Commissioner Vene gave an update on the Veterans Home Task Force.

Commissioners' Reports

None.

Review Upcoming Meeting Schedule

Next regular meeting of the County Board will be April 5, 2011, in the Board Room of the County Administration Building.

MEETING ADJOURNMENT

A motion to adjourn the Board meeting at 5:40 p.m. was made by Commissioner Fairbanks, seconded by Commissioner Lucachick, and unanimously carried.

Joe Vene, Chair

Tony Murphy, County Administrator

**TRANSCRIPT OF THE PROCEEDINGS
OF THE BELTRAMI COUNTY BOARD OF COMMISSIONERS
April 5, 2011**

The Beltrami County Board of Commissioners met in regular session on April 5, 2011, 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 Jim Heltzer, Jack Frost, and Jim Lucachick were present. Commissioner Quentin Fairbanks 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 of Activity/Travel of County Administrator to Promote SAM Initiative
- Approval to Purchase Additional GIS Software Licenses for Highway Department
- Approval to Proceed with LMC on Employee Development

The following item was removed from the Regular Agenda:

- Approval to Purchase Upgrade for 911 System

GENERAL BUSINESS

Approved Agenda and Amendments

A motion to approve the Agenda and Amendments was made by Commissioner Frost, seconded by Commissioner Heltzer, 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 March 15, 2011, and the Minutes of the Board of Commissioners Regular Meeting held March 15, 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.

Retroactive Approval of Auditor/Treasurer Bills

The Board, by adoption of its Consent Agenda, gave retroactive approval of bills paid by Commissioners' warrants, as submitted.

Approved Designated Funds

The Board, by adoption of its Consent Agenda, approved the December 21, 2010 reserved and designated funds as outlined per GASB 54, as submitted.

Approved Ratification of Teamsters Non-Licensed Communications Officer/Corrections Officer Contract for 2011

The Board, by adoption of its Consent Agenda, accepted and ratified the tentative agreement with Teamsters Non-licensed Communications Officer/Corrections Officer Contract, contingent upon union ratification; and authorized signature of the completed contract, as submitted.

Approved Ratification of the Teamsters Assistant County Attorney Contract for 2011

The Board, by adoption of its Consent Agenda, accepted and ratified the tentative agreement with Teamsters Assistant County Attorneys, contingent upon union ratification; and authorized signature of the completed contract, as submitted.

Approved Memorandum of Understanding with City of Bemidji

The Board, by adoption of its Consent Agenda, approved the Memorandum of Understanding with the City of Bemidji which will allow Beltrami County and City of Bemidji to work jointly on a project that will encompass CSAH 8 from Paul Bunyan Dr. to the City limits and on out to CSAH 25, as submitted.

Approved Resolution & Rural Road Safety Grant CSAH 33

The Board, by adoption of its Consent Agenda, approved the Resolution for Agreement to State Transportation Fund Grant Terms and Conditions:

WHEREAS, Beltrami County has applied to the Commissioner of Transportation for a grant from the Minnesota State Transportation Fund for construction of CSAH 33; and

WHEREAS, the Commissioner of Transportation has given notice that funding for this Local Road Improvement Safety project is available; and

WHEREAS, the amount of the grant has been determined to be \$ 272,457.00 by approval of funding;

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 project 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 Department of Corrections Work Release Contract

The Board, by adoption of its Consent Agenda, approved renewal of the Joint Powers Agreement with Dept of Corrections (DOC) for boarding of inmates in the DOC Work Release program for fiscal year 2012, as submitted.

Approved Activity/Travel of County Administrator to Promote SAM Initiative

The Board, by adoption of its Consent Agenda, approved the activities and travel for County Administrator to present and promote the Strategic Aligned Management (SAM) initiative to legislators, counties and other interested organizations.

Approved the Purchase of Additional GIS Software Licenses for Highway Department

The Board, by adoption of its Consent Agenda, approved the purchase of three additional GIS Software licenses for use by the Highway Department, as submitted.

Approved the Creation of a LMC on Employee Development

The Board, by adoption of its Consent Agenda, approved the creation of a Labor Management Committee (LMC) on employee development to develop the curriculum and on-going training opportunities for employees.

REGULAR AGENDA

Summer Student Trainee for License Center

Debbie Reiersen, Director of the License Center, requested authorization to hire a summer employee to work in the express line at the License center to handle the most common and least complicated transactions during the busy summer months.

A motion was made by Commissioner Frost, and seconded by Commissioner Heltzer, to hire a student trainee in the License Center for the summer, 2011. Unanimously carried.

Hope House Presentation

Robin Wold, representative from the Hope House, along with Warren Larson of the Hope House Board of Directors, presented a program summary and update to the Board of Commissioners. The Hope House is in serious financial crisis and is seeking assistance and direction from the County Board.

Commissioner Lucachick volunteered to do some research into State funding for mental health programs. A future Work Session item will be added for further discussion and update.

US Fish & Wildlife Service Land Acquisition Proposal

MN DNR Rep, Gretchen Mehmel presented information regarding the DNR purchase of additional 160 acres of private land in northern Beltrami County. The proposed purchase appears to violate the "No Net Gain" policy of the County.

The Board asked Ms. Mehmel if the DNR had property to exchange in order to meet the "No Net Gain" policy of the County. She indicated that she was not prepared to present anything in that regard and would have to go back and speak to her superiors. The Board requested that the DNR attend a future Board Meeting with a proposal for an exchange.

Proposal to Purchase Records Management/Computer Aided Dispatch/Jail Management/Mobile Solution to replace CODY RMS Software

Sheriff Hodapp, presented information and a bid from LETG for a software system to replace CODY RMS during the Strategic Planning Session earlier in the day.

A motion was made by Commissioner Heltzer, and seconded by Commissioner Lucachick, to purchase records management/computer aided dispatch/jail management/mobile solutions software from LETG, as submitted. Unanimously carried.

COMMISSIONERS' BUSINESS

Legislative/Lobbying Issues

- Sheriff Hodapp indicated that he has been informed by a representative of Ramsey County, that the Auto Theft Grant funding from the State may be in jeopardy. Beltrami County does fund two positions with this grant.

Commissioners' Reports

- Commissioner Lucachick attended an ARC meeting and they expect to see lots of cuts in funding for mental health services.
- Commissioner Vene reported on AMC activities.

Review Upcoming Meeting Schedule

Next regular meeting of the County Board will be April 19 2011, 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 Frost, seconded by Commissioner Lucachick, and unanimously carried.

Joe Vene, Chair

Tony Murphy, County Administrator

**TRANSCRIPT OF THE PROCEEDINGS
OF THE BELTRAMI COUNTY BOARD OF COMMISSIONERS
April 19, 2011**

The Beltrami County Board of Commissioners met in regular session on April 19, 2011, 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 Jim Heltzer, Jack Frost, Quentin Fairbanks, and Jim Lucachick were present.

GENERAL COMMENTS - BOARD CHAIR

None.

CITIZENS ADDRESSING THE BOARD

Fred Nyland, Bemidji Resident addressed the Board regarding a special assessment for sewer on his property taxes. He stated that he does not have sewer services available at his residence. The Nylands' have been working with Attorney Tim Faver to investigate the assessment. Mr. Faver will follow up on the issue.

Scott Dane, Executive Director of ACLT (Loggers & Truckers Association) requested that the Board consider allowing permit extensions without penalty to loggers with County sales and also reinstate those who have already paid a fine. Commissioner Fairbanks requested the item be placed on a future Work Session for discussion.

APPROVAL OF AGENDA

The following item was added to the Consent Agenda:

- Designate a negotiating Committee for a Three Year Solid Waste Management Contract

The following item was added to the Regular Agenda:

- Approval of Resolution of Support for MAGIC Act

GENERAL BUSINESS

Approved Agenda and Amendments

A motion to approve the Agenda and Amendments was made by Commissioner Fairbanks, 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 Heltzer, 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 5, 2011, and the Minutes of the Board of Commissioners Regular Meeting held April 5, 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 Abatement of Severed Mineral Taxes

The Board, by adoption of its Consent Agenda, approved abatement of all tax, penalty and interest on parcels included in a voluntary conveyance of severed mineral documents received for recording on April 7, 2011, as submitted.

Approved Ratification of AFSCME Courthouse/Nursing Service Contract for 2011

The Board, by adoption of its Consent Agenda, approved and ratified the tentative agreement with AFSCME Courthouse/Nursing Service Contract, contingent on union ratification, and authorized signatures to complete contract.

Approved Ratification of AFSCME Human Services Contract for 2011

The Board, by adoption of its Consent Agenda, approved and ratified the tentative agreement with AFSCME Human Services, contingent on union ratification, and authorized signatures to complete contract.

Approved Ratification of Teamsters Licensed Essential - Deputies Unit Contract for 2011

The Board, by adoption of its Consent Agenda, approved and ratified the tentative agreement with Teamsters Licensed Essential-Deputies Unit Contract, and authorized signatures to complete contract.

Approved Non-Union Compensation for 2011

The Board, by adoption of its Consent Agenda, approved the compensation and benefits for non-union employees to match the previously bargained package for represented employees.

Approved Amended Highway Easement to Cross County Managed Land and Amend Temporary (Slope) Easement

The Board, by adoption of its Consent Agenda, approved the amended Highway Easement to cross County managed land and amended temporary (slope) easement on Project SP 04-633-05 - regarding CSAH 33 from CSAH 8 to CSAH 12, as submitted.

Approved Purchase of Upgrade for 911 System

The Board, by adoption of its Consent Agenda, approved the upgrade purchase for 911 System in the amount of \$166,266.55, 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.

Designate 2012-2014 Solid Waste Contract Negotiating Committee

The Board, by adoption of its Consent Agenda, designated a negotiating committee made up of Commissioner Frost, Attorney Faver, Administrator Murphy and Environmental Services Director Patnaude, to negotiate the 2012-2014 Solid Waste Contract, as submitted.

REGULAR AGENDA

Letter of Agreement for Support Services for Long-Term Homeless People Living in Northwestern Minnesota

Becky Schueller, Director of Evergreen Youth & Family Services provided the Board with information related to the need for long-term homeless people and grant opportunities to provide support services to this population.

A motion was made by Commissioner Fairbanks, and seconded by Commissioner Heltzer, to provide a letter of agreement to

support an application to the MN Dept of Human Services for services to Beltrami County individuals for long-term homelessness. Unanimously carried.

Electronic Time Card System for Highway Department

Assistant Auditor/Treasurer, Becky Murphy, presented a request to purchase electronic timecard software from RTVision, Inc in the amount of \$13,300 for the Highway Department and \$22,215 for all other funds.

A motion was made by Commissioner Heltzer, and seconded by Commissioner Fairbanks, to purchase electronic timecard software from RTVision, Inc. to include the Highway Department and all other funds. Unanimously carried.

Sentence to Service Contract with MN Department of Corrections

Bemidji STS Supervisor Trish Hansen, presented the contract for Sentence to Serve Program with MN Department of Corrections. Total cost of the contract is \$231,336.

A motion was made by Commissioner Frost, and seconded by Commissioner Heltzer, to approve the Sentence to Service Contract renewal with MN Department of Corrections. Unanimously carried.

Lake Protection Water Plan Challenge Grant

Environmental Services Director, Bill Patnaude, presented the Lake Protection Water Plan Challenge Grant in the amount of \$11,400 with a County required match of \$9,500.00. Mr. Patnaude indicated that the County Match dollars are not included in his budget. Administrator Tony Murphy recommended Strategic Aligned Management initiative funding reserves from 2010 be used for the match dollars.

A motion was made by Commissioner Fairbanks, and seconded by Commissioner Frost, to approve and sign the Board of Water and Soil Resources Grant Agreement for Lake Protection Water Plan Challenge. Passed 4/1 vote. Commissioners Heltzer, Frost, Fairbanks and Vene voted Yes. Commissioner Lucachick voted No.

Resolution of Support for MAGIC Act

The Association of MN Counties drafted a Resolution of Support for the Minnesota Accountable Government, Innovation and Collaboration (MAGIC) Act:

WHEREAS, Minnesota is consistently placed at or near the bottom of national measures that assess the capacity for local government innovation in all 50 states,

WHEREAS, Minnesota and its counties face significant demographic trends that will require innovative approaches to program delivery in order to adequately meet the growing and changing needs of citizens;

WHEREAS, counties with innovative ideas should be provided the requisite opportunity and flexibility to successfully implement those ideas so as to best serve their communities,

WHEREAS, counties across Minnesota boast significant geographic, demographic and economic diversity that thus requires maximum flexibility in programmatic implementation,

WHEREAS, counties are willing and able to identify, implement and methodically verify increased programmatic efficiencies through a process that will cultivate and sustain a strong and trusting state-local partnership, and

WHEREAS, transitioning to an outcomes-based system of program evaluation is in the best interest of every Minnesota citizen and government that desires to maximize public resources and enhance the quality of life in their community to the fullest extent possible,

BE IT THEREFORE RESOLVED, that Beltrami County recommends that the Legislature and governor work cooperatively with all 87 counties to swiftly pass the MAGIC Act into law during the 2011 legislative session, thus implementing a system that will enhance and incent local government efficiency and innovation throughout Minnesota by:

1. Allowing counties to take any action not prohibited by state law to provide for the health, safety and general welfare of the public; and
2. Creating a measured, outcomes-based waiver process whereby counties, in partnership with the legislative and executive branch of state government, can implement efficiency-based, time-limited pilot programs that are subject to final review by the Legislature and governor and will create a repository of best practices so as to improve long-term policy decisions across the state.

A motion was made by Commissioner Frost, and seconded by Commissioner Heltzer, to approve the Resolution of Support for the MAGIC Act, as submitted. Unanimously carried.

COMMISSIONERS' BUSINESS

Legislative/Lobbying Issues

- Commissioner Vene distributed AMC information and update.
- Commissioner Frost reported on MN Council of Airports meeting.

Commissioners' Reports

None.

Review Upcoming Meeting Schedule

Next regular meeting of the County Board will be May 3, 2011, 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 Fairbanks, seconded by Commissioner Frost, and unanimously carried.

Joe Vene, Chair

Tony Murphy, County Administrator

**TRANSCRIPT OF THE PROCEEDINGS
OF THE BELTRAMI COUNTY BOARD OF COMMISSIONERS
May 3, 2011**

The Beltrami County Board of Commissioners met in regular session on May 3, 2011, 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 Jim Heltzer, Jack Frost, Quentin Fairbanks, and Jim Lucachick were present.

GENERAL COMMENTS - BOARD CHAIR

None.

CITIZENS ADDRESSING THE BOARD

Claire Vetner, resident of Ten Lake Township asked the Board about tax forfeited lands. He wanted to know why the County does not sell the land and get it back on the tax roll. Commissioners Lucachick and Frost both responded that the Board is researching the sale of tax forfeited lands and will have an answer to that question in the near future.

APPROVAL OF AGENDA

The following items were added to the Consent Agenda:

- Approval to proceed with 2011 Citizen Perception Survey
- Approval to Advertise for the Sale of County Owned Land on Middle School Road

GENERAL BUSINESS

Approved Agenda and Amendments

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

Approved Consent Agenda

A motion to approve the Consent Agenda was made by Commissioner Fairbanks, 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 April 19, 2011, and the Minutes of the Board of Commissioners Regular Meeting held April 19, 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 Trail Sponsorship Resolution

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

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 by each club to the Trails and Waterways Division of the Minnesota Department of Natural Resources for Grant in Aid Funding and that the county will enter into grant agreements and serve as fiscal agent.

Approved Federal Boating safety Supplement Grant Agreement and Resolution

The Board, by adoption of its Consent Agenda, approved the Federal Boating Safety Supplement Grant Agreement and Resolution:

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 2011 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 "2011 Federal Boating Safety Supplemental Grant."

Approved Bids for CP 04-11-01 Dust Control

The Board, by adoption of its Consent Agenda, approved the bid award to the lowest responsible bidder for CP 04-11-01 dust control for 2011 season on county roads to Dustcoating Inc. in the amount of \$274,992.00, as submitted.

Approved Prescriptive Easements

The Board, by adoption of its Consent Agenda, approved 14 prescriptive easements, as submitted.

Approved 2011 Agricultural Leases

The Board, by adoption of its Consent Agenda, approved the 2011 agricultural leases, as submitted.

Approved Host County Contracts for Calendar Year 2011

The Board, by adoption of its Consent Agenda, approved Health and Human Services Host County Contracts for the calendar year 2011, as submitted.

Approved 2011 Citizen Perception Survey

The Board, by adoption of its Consent Agenda, approved the 2011 Citizen Perception Survey that will be mailed to a random sample of households within Beltrami County and the contract with National Research Center, Inc. to administer the survey, as submitted.

Approved Advertisement for the Sale of County Owned Land

The Board, by adoption of its Consent Agenda, approved the advertisement for the sale and development of approximately forty acres of property owned by Beltrami County (ball diamonds and soccer fields) located on Middle School Road, as submitted.

REGULAR AGENDA

Begin Hiring Process to Fill Bailiff Vacancies

Sheriff Hodapp, explained that due to a resignation, a job transfer and other activities; additional manpower is required due to high activity on the courts calendars and trials.

A motion was made by Commissioner Frost, and seconded by Commissioner Heltzer, to begin hiring process to create an eligibility list to hire two new casual bailiff's and one part-time bailiff. Unanimously carried.

Begin Process to Create Two New Part-Time Positions - Court Security Deputy and One Full-Time Position - Court Security Sergeant

Sheriff Hodapp explained the purpose of this request to create one full-time sworn/POST licensed position and two part-time sworn/POST licensed positions for Court Security Deputies who would only work armed security in the Judicial Center and not serve on road patrol. This restructuring of licensed staff in the Court Security division will not increase the budget, but increases coverage and efficiency.

A motion was made by Commissioner Fairbanks, and seconded by Commissioner Heltzer, to begin the process to create and fill two new part-time 'Court Security Deputy' positions and one full-time 'Court Security Sergeant' Position. Unanimously carried.

Adopt County Forest Management within County Parks and Recreation Areas Plan

Natural Resource Management Director, Richard Moore, presented the final revisions to the Beltrami County Forest Management within Beltrami County Parks and Recreation Areas Plan to the Board.

Commissioners Fairbanks and Lucachick disagreed with the language in the Plan that stated that only 'Master Loggers' could bid on these sales.

Charlie Parson, Chair of the Park and Trail Advisory Council, explained the PTAC's reason for limiting the loggers allowed to bid these sales to certified Master Loggers only.

A motion was made by Commissioner Fairbanks, and seconded by Commissioner Lucachick, to modify the language in the County Forest Management within County Parks and Recreation Areas Plan under **Standard Treatment Methods** to read Contracts with **any**

loggers registered with the County as a Responsible Contractors will be used to achieve ecological community-based recreation goals. Motion carried 3/2 vote. Commissioners Fairbanks, Lucachick and Vene voted Yes. Commissioners Frost and Heltzer voted No.

A motion was made by commissioner Fairbanks and seconded by Commissioner Lucachick to adopt the revised County Forest Management within County Parks and Recreation Areas Plan ad amended. Motion carried 3/2 vote. Commissioners Fairbanks, Lucachick and Vene voted Yes. Commissioners Frost and Heltzer voted No.

Review of Timber Sale Extension Policy

Natural Resource Management Director, Richard Moore, presented the Timber Sale Extension Policy to the Board for review per the request of the Associated Contract Loggers & Truckers organization.

Mr. Moore recommended that the Board support the original policy and make no exceptions.

Scott Dane, Executive Director of ACLT (Loggers & Truckers Association) encouraged the Board to grant the timber extensions and apply the penalty dollars to the sale contract.

A motion was made by Commissioner Frost and seconded by Commissioner Heltzer to uphold the Timber Sale Extension Policy with the change from no extension will be granted without an additional payment of 10% of the **total sale** value to "no extension will be granted without an additional payment of 10% of the **uncut volume, based on bid price, as determined by the timber sale administrator.**" Unanimously carried.

COMMISSIONERS' BUSINESS

Legislative/Lobbying Issues

None.

Commissioners' Reports

- Commissioner Vene reported on AMC. Environmental Services Director, Bill Patnaude is working on providing AMC with additional information related to proposed septic system rules.

Review Upcoming Meeting Schedule

Next regular meeting of the County Board will be May 17, 2011, in the Board Room of the County Administration Building.

MEETING ADJOURNMENT

A motion to adjourn the Board meeting at 6:08 p.m. was made by Commissioner Fairbanks, seconded by Commissioner Heltzer, and unanimously carried.

Joe Vene, Chair

Tony Murphy, County Administrator

**TRANSCRIPT OF THE PROCEEDINGS
OF THE BELTRAMI COUNTY BOARD OF COMMISSIONERS
May 17, 2011**

The Beltrami County Board of Commissioners met in regular session on May 17, 2011, 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 Jim Heltzer, Jack Frost, Quentin Fairbanks, and Jim Lucachick 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 John Winter's resignation from Giziibii Board and appointment of Dick Moore to Giziibii Board.

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 Fairbanks, 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 3, 2011, and the Minutes of the Board of Commissioners Regular Meeting held May 3, 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 Fire Protection Contract with Grygla Fire Department

The Board, by adoption of its Consent Agenda, approved the Fire Protection Contract with Grygla Fire Department for the standard one year contract to serve unorganized townships of Big Grass, Northwood, Winner, Yale, 157-37 and 157-36, as submitted.

Approved Report on County Administrator Job Evaluation

The Board, by adoption of its Consent Agenda, approved the closed session report on the County Administrator Job Evaluation, as submitted.

Approved Bid Award for Bituminous Resurfacing and Shoulders on CSAH 26

The Board, by adoption of its Consent Agenda, approved the bid award to the lowest responsible bidder for Project SP 04-626-05 for Bituminous Resurfacing and Shoulders on CSAH 26 to Knife River Materials, Inc for \$1,099,037.10, 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 John Winter's Resignation from Giziibii Board and Appointment of Dick Moore to Giziibii Board

The Board, by adoption of its Consent Agenda, accepted John Winter's resignation from the Giziibii Board and appointed Land Commissioner, Dick Moore, to fill the vacancy, as submitted.

REGULAR AGENDA

Veterans Service Presentation on 'Yellow Ribbon' Program

Julie Harris, Veterans Service Director, introduced Captain Obach, head of the Region 1 Veterans Services. Captain Obach presented the "Yellow Ribbon" program and all it entails for the community of Bemidji. The Yellow Ribbon program is working to establish a network of help and support for families that serve in the military, veterans and national guard members. Mr. Obach is seeking direction and assistance to make connections and raise awareness in the community of the program and the services that are available. An open house is tentatively scheduled for June 15, 2011 at the National Guard Armory.

Discussion on CSAH 33 (Mission Road) Project

Bruce Hasbargen, County Engineer presented the Mission Road Project to the Board. He is seeking approval to proceed with Phase 1 of the project.

A motion was made by Commissioner Heltzer, and seconded by Commissioner Frost, to proceed with the CSAH 33 (Mission Road) Project, Phase 1. Unanimously carried.

Delmer Jones, Leech Lake Band Tero Director, addressed the Board regarding concerns on Tero fees for the project. He stated that these fees are assessed on the Contractor, not the County.

Administrator Tony Murphy, stated that we need an agreement in place in order to proceed with the project. He indicated that Tribal Attorney Vetter proposed that the Leech Lake Band would waive Tero fees in order to get the project started as soon as possible.

Frank Bebeau, Tribal Attorney indicated that he was not aware of any such conversation about waiving Tero fees.

Commissioner Fairbanks stated that we would not be able to resolve the discrepancies at this time and that a meeting with Beltrami County and Leech Lake Band representatives should be organized as soon as possible to resolve the differences and get an agreement in place.

A motion was made by Commissioner Heltzer and seconded by Commissioner Frost to table any action on the Mission Road Project until an agreement is in place. Unanimously carried.

COMMISSIONERS' BUSINESS

Legislative/Lobbying Issues

- Commissioner Vene reported on the progress of the MAGIC Act at the legislative level.

Commissioners' Reports

None.

Review Upcoming Meeting Schedule

Next regular meeting of the County Board will be June 7, 2011, in the Board Room of the County Administration Building.

MEETING ADJOURNMENT

A motion to adjourn the Board meeting at 5:40 p.m. was made by Commissioner Heltzer, seconded by Commissioner Frost, and unanimously carried.

Joe Vene, Chair

Tony Murphy, County Administrator

**TRANSCRIPT OF THE PROCEEDINGS
OF THE BELTRAMI COUNTY BOARD OF COMMISSIONERS
June 7, 2011**

The Beltrami County Board of Commissioners met in regular session on June 7, 2011, 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 Jim Heltzer, Jack Frost, Quentin Fairbanks, and Jim Lucachick were present.

GENERAL COMMENTS - BOARD CHAIR

None.

CITIZENS ADDRESSING THE BOARD

None.

APPROVAL OF AGENDA

No additions or corrections to the Agendas.

GENERAL BUSINESS

Approved Agenda and Amendments

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

Approved Consent Agenda

A motion to approve the Consent Agenda was made by Commissioner Fairbanks, 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 May 17, 2011, and the Minutes of the Board of Commissioners Regular Meeting held May 17, 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 Indirect Cost Study Contract for 2011-2013

The Board, by adoption of its Consent Agenda, approved the contract with Government Management Group for the 2011-2013 indirect cost allocation plan at the rate of \$5,000 per year, as submitted.

Approved Revised Property Tax Abatement Policy

The Board, by adoption of its Consent Agenda, gave retro-active approval to the revised Beltrami County Abatement Policy regarding property taxes, to reflect language in M.S. 278.14 limiting the number of years abated to tie to the statute in effect at the time of abatement, as submitted.

Approved Six Month Extension to Leech Lake Public Health Lease Agreement

The Board, by adoption of its Consent Agenda, approved the six month lease extension to Leech Lake Public Health for office space in the Community Service Center, as submitted.

Approved Job Evaluation Ratings for Court Security Deputy Team Leader and Court Security Deputy

The Board, by adoption of its Consent Agenda, approved the job evaluation ratings that place the Court Security Deputy Team Leader position in pay grade 10 and Court Security Deputy position in pay grade 9, as submitted.

Approved 2011 Agricultural Lease (Lade/Welter)

The Board, by adoption of its Consent Agenda, approved the new three-acre 2011 Agricultural Lease for Lade/Welter, as submitted.

Approved Paul Bunyan Telephone Fiber Optic Easement

The Board, by adoption of its Consent Agenda, approved the Paul Bunyan Telephone easement to cross county land to bury a fiber optic line, as submitted.

Approved Resolution to Renew Food Service Management Agreement with A'viands Food Service

The Board, by adoption of its Consent Agenda, approved the Resolution to renew food service management agreement with A'viands Food Service:

It is resolved that the Beltrami County Sheriff's Office - Jail Division enter into an agreement with A'Viands, LLC for Food Service Management. Renewal for the period of June 1, 2011 - May 31, 2012 per the terms of the agreement.

Approved Resolution to Adopt Modifications to Northwest Regional Radio Board Joint Powers Agreement

The Board, by adoption of its Consent Agenda, approved the Resolution to Adopt Modifications to Northwest Regional Radio Board Joint Powers Agreement:

WHEREAS, Beltrami County is a participating member of the Northwest Regional Radio Board, a Joint Powers Entity formed pursuant to Minnesota Statutes 403.39 and 471.59; and

WHEREAS, a Joint Powers Agreement creating the Northwest Regional Radio Board was approved by the fourteen counties and one city comprising the Board, including Beltrami County; and

WHEREAS, the current Joint Powers Agreement provides for membership by counties and cities within HSEM Region 3; and

WHEREAS, the Minnesota legislature has amended Minnesota Statute 471.59 to provide authority for federally recognized Indian tribes to participate in Joint Powers Agreements; and

WHEREAS, compliance with this amendment to Minnesota statute requires modification of the existing Joint Powers Agreement; and

WHEREAS, the Northwest Regional Radio Board recommends modification of the Joint Powers Agreement governing the Northwest Regional Radio Board to provide for the authority for federally recognized Indian tribes meeting the same requirements as counties and cities within HSEM Region 3 to participate in the Northwest Regional Radio Board.

NOW THEREFORE, BE IT RESOLVED the Beltrami Board of Commissioners approves the modifications to the Joint Powers Agreement recommended by the Northwest Regional Radio Board and attached hereto; and

BE IT FURTHER RESOLVED that the County Board Chair is hereby authorized to execute the required addendum to the existing Joint Powers Agreement to implement the authorized modifications.

Approved Fraud Prevention Investigation Plan and Grant Application

The Board, by adoption of its Consent Agenda, approved the Health and Human Services Fraud Prevention Investigation Plan and Grant Application for a two year period 2011-2013, as submitted.

REGULAR AGENDA

Request to Fill Full-Time Children's Services Social Worker Position

Mary Marchel, Director of Health & Human Services, introduced her staff to elaborate on each position request.

Commissioner Lucachick expressed concerns related to public employee compensation as compared to private sector employee compensation. Mr. Lucachick also questioned whether these three posting would be both internal and external. They will be posted both.

Diane Boben, Director of Social Services, explained the need for a third children's mental health social worker.

A motion was made by Commissioner Frost, and seconded by Commissioner Fairbanks, to authorize the job posting to fill a Full-Time Children's Services Social Worker Position. Unanimously carried.

Request to Fill a Collection Officer Position

Deb Hartman Steigauf, Health & Human Services Finance Division Director explained the need to fill a full-time Collection Officer Position that has been vacant since May of 2010.

A motion was made by Commissioner Frost, and seconded by Commissioner Heltzer, to authorize the job posting to fill a Full-Time Collection Officer Position. Unanimously carried.

Request to Fill Full-Time Eligibility Specialist for Redby Income Maintenance Unit Position

John Pugleasa, Health & Human Services Economic Assistance Division Director, explained the need to fill this position vacancy due to a resignation.

A motion was made by Commissioner Heltzer, and seconded by Commissioner Fairbanks, to authorize the job posting to fill a Full-Time Eligibility Specialist for Redby Income Maintenance Unit Position. Unanimously carried.

Review Addendum to CSAH #33 (Mission Road) MOU with Leech Lake Tribal Council and Accept Bids for Road Construction
Administrator Tony Murphy and Highway Engineer Bruce Hasbargen, presented an addendum to the Mission Road Memorandum of Understand (MOU) with Leech Lake Tribal Council that will allow the County Highway Department to accept bids for the road construction.

A motion was made by Commissioner Frost, and seconded by Commissioner Heltzer, to approve the Addendum to the MOU with Leech Lake for the CSAH #33 Mission Road Project and prepare bid packages for construction. Unanimously carried.

Review Highway Building Renovation Project Fund Increase
County Administrator Tony Murphy presented the new cost estimates for the project based on the design and bid document phase of construction. The difference between the pre-design estimate and the design estimate is a projected cost increase of \$56,594.00.

A motion was made by Commissioner Lucachick, and seconded by Commissioner Fairbanks, to approve the design estimate and cost increase for the Highway Building Renovation project. Unanimously carried.

Open Sealed Proposals for Sale and Development of County Owned Property
Administrator Tony Murphy presented the one sealed proposal that was submitted for the property located on Middle School Road to be opened by the County Board.

A motion was made by Commissioner Frost, and seconded by Commissioner Lucachick, to refer the proposal to the joint County/City Committee for review and recommendation. Unanimously carried.

COMMISSIONERS' BUSINESS

Legislative/Lobbying Issues

- Commissioner Vene gave an AMC update report

Commissioners' Reports

- Board of Equalization meeting will be held Tuesday, June 14, 2011 in the County Board Room.

Review Upcoming Meeting Schedule

Next regular meeting of the County Board will be June 21, 2011, 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 Heltzer, seconded by Commissioner Frost, and unanimously carried.

Joe Vene, Chair

Tony Murphy, County Administrator

**TRANSCRIPT OF THE PROCEEDINGS
OF THE BELTRAMI COUNTY BOARD OF COMMISSIONERS
June 21, 2011**

The Beltrami County Board of Commissioners met in regular session on June 21, 2011, 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 Jack Frost, Quentin Fairbanks, and Jim Lucachick were present. Commissioner Jim Heltzer 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 County Performance Measures Program

The following item was removed from the Regular Agenda:

- Emergency Alerting for Waskish via Outdoor Warning Siren

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 June 7, 2011, and the Minutes of the Board of Commissioners Regular Meeting held June 7, 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 Revised Solid Waste Service Fee Abatement Policy

The Board, by adoption of its Consent Agenda, approved the revised Solid Waste Service Fee Abatement Policy to remove the requirement that senior citizens and disabled people renew their applications every three years, as submitted.

Approved Restatement of NACo's Nationwide Retirement Solutions Plan Document

The Board, by adoption of its Consent Agenda, approved the restated Plan Document between Beltrami County and Nationwide Retirement Solutions (NACo) which reflects several changes to IRS Rules over the past few years, as submitted.

Approved Amended MCSFC Forest Certification Audit Contract with SGS Systems

The Board, by adoption of its Consent Agenda, approved the amended MN Counties Sustainable Forest Cooperative (MCSFC) Forest Certification Audit Contract with SGS Systems, 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 Resolution to Adopt County Performance Measures Program

The Board, by adoption of its Consent Agenda, approved the Resolution for participation in the County Performance Measures Program:

WHEREAS, in 2010, the Minnesota State Legislature created the Council on Local Results and Innovation; and

WHEREAS, in February 2011, the Council released a standard set of ten performance measures for counties and ten performance measures for cities that will aid residents, taxpayers, and state and local elected officials in determining the efficacy of counties and cities in providing services; and

WHEREAS, cities and counties that choose to participate in the new standards measure program may be eligible for a reimbursement in LGA, and exemption from levy limits; and

WHEREAS, Beltrami County has created a performance management system, Strategy Aligned Management, that is guiding county efforts to implement principles and practices of outcome-based government; and

WHEREAS, the ten performance measures for counties recommended by the Council are consistent with, or are complementary to, the key performance indicators already selected by Beltrami County through the Strategy Aligned Management effort.

NOW, THEREFORE, BE IT RESOLVED, the Beltrami County Board of Commissioners hereby adopts the ten county performance measures developed by the Council on Local Results and Innovation.

REGULAR AGENDA

Fill Full-Time Appraiser III Position

Duane Ebbighausen, County Assessor is requesting to fill a full-time Appraiser III Position vacated due to a retirement.

A motion was made by Commissioner Fairbanks, and seconded by Commissioner Frost, to fill one full-time Appraiser III Position and post both internally and externally for the position. Unanimously carried.

Potential State Government Shutdown Resolution

Consider adoption of a Potential State Government Shutdown Resolution:

WHEREAS, the Minnesota State Legislature met in regular session from January 3 through May 23, 2011; and

WHEREAS, despite the lengthy process, both bodies of the State Legislature and the Governor failed to produce a balanced State budget; and

WHEREAS, because of the impasse in State government, the possibility exists that portions of the government of the State of Minnesota will shut down, beginning July 1, 2011, causing many important public services to be in jeopardy of being closed until the budget can be balanced, either by court order or an agreement of the parties; and

WHEREAS, this impending shutdown puts at risk the intergovernmental fiduciary partnership that exists between the State and county governments throughout the State; and

WHEREAS, in Minnesota, county government is responsible for providing numerous community-based programs and services that are mandated by the State and that profoundly affect the health, safety, welfare and general well-being of all residents of the State of Minnesota; and

WHEREAS, many of the programs that are in the most jeopardy of not being funded if a shutdown occurs are in the areas of public health and human services, and programs providing care for the youngest and oldest in our community as well as for the most vulnerable persons; and

WHEREAS, the counties in Minnesota providing these community-based services and programs to Minnesota residents use a variety of funding sources, including State financial aid and local property taxes; and

WHEREAS, State agencies have started the process of notifying clients and vendors of the possible discontinuation of services and payments in the instance of a State government shutdown, creating a condition of fear and anger for the most vulnerable in our State and among those who advocate on behalf of those persons; and

WHEREAS, it has been estimated that more than 6,500 Beltrami County residents will receive State notifications of possible discontinuation of benefits due to the State government shutdown, causing those clients to seek information and emergency assistance from Beltrami County offices; and

WHEREAS, Beltrami County is not financially able to backfill all of the costs related to service needs for vulnerable citizens impacted by the State government shutdown.

NOW, THEREFORE, BE IT RESOLVED, the Beltrami County Board of Commissioners hereby calls on the Governor and the members of both the Minnesota House of Representatives and the Minnesota Senate to resolve their public policy, ideological and financial

disagreements, and produce a balanced State budget before July 1, 2011, so that a shutdown of State government can be averted.

BE IT FURTHER RESOLVED, The County Board hereby directs that a signed copy of this resolution be provided to the Governor and to locally-elected members of the Minnesota State Legislature.

A motion was made by Commissioner Frost, and seconded by Commissioner Fairbanks, to approve and adopt the Potential State Government Shutdown Resolution. Unanimously carried.

COMMISSIONERS' BUSINESS

Legislative/Lobbying Issues

- Commissioner Vene gave an AMC update report

Commissioners' Reports

None.

Review Upcoming Meeting Schedule

Next regular meeting of the County Board will be July 5, 2011, in the Board Room of the County Administration Building.

MEETING ADJOURNMENT

A motion to adjourn the Board meeting at 5:09 p.m. was made by Commissioner Lucachick, seconded by Commissioner Frost, and unanimously carried.

Joe Vene, Chair

Tony Murphy, County Administrator

**TRANSCRIPT OF THE PROCEEDINGS
OF THE BELTRAMI COUNTY BOARD OF COMMISSIONERS
July 5, 2011**

The Beltrami County Board of Commissioners met in regular session on July 5, 2011, 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 Jim Heltzer, Jack Frost, Quentin Fairbanks, and Jim Lucachick were present. Excused: Commissioner Jim Heltzer.

GENERAL COMMENTS - BOARD CHAIR

None.

CITIZENS ADDRESSING THE BOARD

Sue Safstrom, Eckles Township, raised complaints regarding alleged county violations of the Data Practices Act.

APPROVAL OF AGENDA

No changes to the agenda were suggested.

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 Fairbanks, 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 21, 2011, and the Minutes of the Board of Commissioners Regular Meeting held June 21, 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 One-Month Extension to Board of Water and Soil Resources Lease Agreement

The Board, by adoption of its Consent Agenda, approved the one-month lease extension due to the State government shutdown, to the Board of Water and soil Resources, as submitted.

Approved NACo Nationwide Roth 457(b) Amendment

The Board, by adoption of its Consent Agenda, approved the provisions to establish a Roth 457(b) elective deferral account for employees and accept after-tax contributions, as submitted.

Approved Amendment to Municipal Pool's CAN Long Term Care Policy

The Board, by adoption of its Consent Agenda, approved the Municipal Pool's CAN Long Term Care Policy Enhancements, as submitted.

Approved Final Pay Vouchers SAP 004-599-048

The Board, by adoption of its Consent Agenda, approved four final pay vouchers and Certificate of Final Acceptance on Project SAP 004-599-048 in Waskish Township, as submitted.

Approved Resolution Authorizing Participation in Joint Powers Agreement with State DPS/BCA

The Board, by adoption of its Consent Agenda, approved the Resolution to participate in Joint Powers Agreement with State DPS/BCA:

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 Agreement 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 Sheriff, Phil Hodapp, or his successor, is designated the Authorized Representative for the Sheriff's Office. 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, Kay Swanson is appointed as the Authorized Representative's designee.

3. That the County Attorney, Tim Faver, or his successor, is designated the Authorized Representative for the County Attorney's Office. 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, Sherry Wyman (Olson) is appointed as the Authorized Representative's designee.

4. That Joe Vene, the Chair of the County of Beltrami, and Tony Murphy, the County Administrator, are authorized to sign the State of Minnesota Joint Powers Agreements.

Approved Contract Amendment with Beltrami Area Service Collaborative for Clinical Supervision

The Board, by adoption of its Consent Agenda, approved the Contract Amendment with Beltrami Area Service Collaborative (BASC) for Clinical Supervision for the period April 1, 2011 through December 31, 2011, as submitted.

REGULAR AGENDA

Approved Resolution Concerning Red Lake Watershed Boundary Change

Auditor/Treasurer, Kay Mack, presented a Resolution concerning removal of property from the Red Lake Watershed boundary, placing the property in the Mississippi Watershed boundary:

WHEREAS, There is a need for correction in the boundary line between the Red Lake Watershed and the Mississippi Watershed to make the common boundary between the two watersheds, more closely conform to the actual watershed drainage divide, and

WHEREAS, Approximately 2,198 acres extend into the Red Lake Watershed District in Beltrami and Itasca Counties, and

WHEREAS, The following described lands approximately 2,198.21 acres located in the counties of Beltrami and Itasca are presently within the boundaries of the Red Lake Watershed District:

A. Beltrami County

1. The following real property, all in T149N, R30W (Summit Township)

<u>Description</u>	<u>Section</u>
SE1/4 SW1/4	10
S1/2 SE1/4	10
SW1/4	11
W1/2 SE1/4	11
SE1/4 SE1/4	11
S1/2 SW1/4	12
NE1/4	13
NW1/4	13
SW1/4	13
SE1/4	13
NE1/4	14
NW1/4	14
SW1/4	14
SE1/4	14
E1/2 SE1/4	15
NE1/4	15
NE1/4 NW1/4	15

B. Itasca County

1. The following real property, all in T149N, R29W (Moose Park Township)

<u>Description</u>	<u>Section</u>
NW1/4	18

WHEREAS, Said lands and the affected common boundary line between the watershed district and counties is shown on the map and Exhibit "A" attached hereto and incorporated herein by reference, and

WHEREAS, The affected lands are proposed to be withdrawn from the Red Lake Watershed District and included within the Mississippi watershed within the Counties of Beltrami and Itasca, thereby changing the boundary line between the Mississippi watershed within the Counties of Beltrami and Itasca and the Red Lake Watershed District, and the withdrawal of said territories and the proposed boundary line change would be conducive to the public health and welfare, and

WHEREAS, That the territories described above have not received or will not receive any benefits from the operation of the Red Lake Watershed District, and

WHEREAS, That the Red Lake Watershed District can perform the functions for which it was established without the inclusion of the above described territories, and

WHEREAS, That the above described territories are not, in fact, a part of the Red Lake Watershed District, and

NOW THEREFORE BE IT RESOLVED that the Beltrami County Board of Commissioners submit a petition for withdrawal of approximately 2,198 acres of land from part of Beltrami County in the township of Summit and from part of Itasca County in the township of Moose Park. Subject land is properly part of the Mississippi Watershed and should not be part of the Red Lake Watershed.

A motion was made by Commissioner Fairbanks and seconded by Commissioner Frost to approve the Resolution concerning the removal of property from the Red Lake Watershed.

Review of Proposed 2012-2016 Capital Improvement Plan

The County Board discussed the proposed review and approval schedule for the Capital Improvement Plan. The required Public Hearing is scheduled for November 29th and final adoption should be December 20th.

County Highway Engineer Hasbargen reviewed the elements of the proposed Transportation Improvement Plan. He discussed the bridge deficiency list. Mr. Hasbargen also noted the 5 year road plan and proposed funding sources for projects. Members of the Board raised questions related to the strategy to address

three-digit road needs and expressed a preference for improving gravel surfaces rather than to pave additional roads. Concerns were expressed that there may be a need to remove pavement on some roads and return those roads to gravel surfaces. The use of calcium chloride or magnesium chloride was also discussed.

Members of the County Board expressed a desire to continue their study of the Capital Improvement Plan.

COMMISSIONERS' BUSINESS

Legislative/Lobbying Issues

The County Board referenced the on-going impacts of the state government shut down.

Commissioners' Reports

None.

Review Upcoming Meeting Schedule

Next regular meeting of the County Board will be July 19, 2011, 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.

Joe Vene, Chair

Tony Murphy, County Administrator

**TRANSCRIPT OF THE PROCEEDINGS
OF THE BELTRAMI COUNTY BOARD OF COMMISSIONERS
July 19, 2011**

The Beltrami County Board of Commissioners met in regular session on July 19, 2011, 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. Joe Vene, Jack Frost, Quentin Fairbanks, and Jim Lucachick were present. Commissioner Jim Heltzer was excused.

GENERAL COMMENTS - BOARD CHAIR

None.

CITIZENS ADDRESSING THE BOARD

None.

APPROVAL OF AGENDA

The following items were added to the Consent Agenda:

- Emergency Alerting for Waskish via an Outdoor Warning Siren
- Thrifty White Rx, County Wide Pharmacy Benefit Program
- Remodeling of Office Space for BASC, Veterans Services and NRM

GENERAL BUSINESS

Approved Agenda and Amendments

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

Approved Consent Agenda

A motion to approve the Consent Agenda was made by Commissioner Lucachick, seconded by Commissioner Fairbanks, 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 5,

2011, and the Minutes of the Board of Commissioners Regular Meeting held July 5, 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 Ditch Benefit Percentages

The Board, by adoption of its Consent Agenda, approved the 2012 Ditch Benefit Percentages as recommended by the County Engineer, as submitted.

Approved Unorganized Township Levies

The Board, by adoption of its Consent Agenda, approved the 2012 payable levies for Unorganized Townships, as submitted.

Approved Revocation of a Portion of County Road 500

The Board, by adoption of its Consent Agenda, approved the revocation of a portion of County Road 500 in Roosevelt Township, as submitted.

Approved Out of State Travel for FBI National Academy

The Board, by adoption of its Consent Agenda, approved the Out-of-State travel for Sgt. Jason Riggs to attend the FBI National Academy, 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.

Emergency Alerting for Waskish via an Outdoor Warning Siren

The Board, by adoption of its Consent Agenda, approved the bid from Roger's Two Way Radio in the amount of \$24,448.73 for

emergency siren in Waskish. Funds to be provided from the Red Lake Game Fund.

Thrifty White Rx, County Wide Pharmacy Benefit Program

The Board, by adoption of its Consent Agenda, approved Beltrami County participation, and use of the Beltrami County logo, in the Thrifty White RX Pharmacy Benefit Program, as submitted.

Remodeling of Office Space for BASC, Veterans Services and NRM

The Board, by adoption of its Consent Agenda, approved an office remodeling design contract with MJ Architectural in the amount of \$3,900 and authorized Facilities Management to seek construction bids for office space remodeling for BASC, Veteran Services and NRM, as submitted.

REGULAR AGENDA

Approve Apex Drawing Tool Software Program for Assessor's Department

County Assessor, Duane Ebbighausen requested the purchase of a software drawing program from Apex to upgrade and work with the CAMA system. He explained expected future CAMA software upgrades and the ability to convert drawings with the new system.

A motion was made by Commissioner Fairbanks and seconded by Commissioner Frost to purchase the Apex drawing tool software program for the Assessor's department. Commissioners Fairbanks, Frost and Vene voted in favor of the motion. Commissioner Lucachick voted in opposition. Motion passed on a 3-1 vote.

Jail Security Electronics Project Bid Award

Facilities Management Director, Steve Shadrick, presented and reviewed the bids for the Jail Security Electronics Project. Mr. Shadrick recommended that the Base Bid and Alternate Number 1 be awarded to the apparent low bid, Stanley Security Solutions Inc.

A motion was made by Commissioner Lucachick and seconded by Commissioner Frost to award the Base Bid and Alternate #1 for the Jail Security Electronics Project to the lowest responsible bidder, Stanley Security Solutions Inc in the amount of \$301,305. Unanimously carried.

Highway Building Renovation Project Bid Award

Facilities Management Director, Steve Shadrick, presented the bids for the Highway Building Renovation Project. He recommended that the County Board award the Base Bid for general construction to Donlar Construction Company, the bid for asbestos removal be awarded to Mavo Systems Inc and that a

budget of \$2,200 be allocated for staff relocation during construction.

A motion was made by Commissioner Lucachick and seconded by Commissioner Fairbanks to award the bids for the Highway Building Renovation Project to the apparent lowest responsible bidders: Donlar Construction Company (\$538,900) and Mavo Systems Inc. (\$14,750). Also to approve a staff relocation budget of \$2,200. The motion was adopted by unanimous vote.

Highway Bid Award for Projects SAP 04-633-05, CSAH 33 and SAP 04-648-01/29-603-09, Beltrami CSAH 48/Hubbard CSAH 3

Highway Engineer, Bruce Hasbargen, presented the bids for the two projects: SAP 04-633-05 and SAP 04-648-01/29-603-09 and made recommendations for bid award to the lowest responsible bidders.

A motion was made by Commissioner Frost and seconded by Commissioner Fairbanks to award the bid for Highway Project SAP 04-633-05, CSAH 33, to Mark Sand and Gravel Co in the amount of \$2,037,692.35 and to award the bid for the Highway Project SAP 04/648-01/29-603-09, Beltrami CSAH 48/Hubbard CSAH 3 to Midwest Contracting LLC in the amount of \$919,081.05. The motion was adopted by unanimous vote.

COMMISSIONERS' BUSINESS

Legislative/Lobbying Issues

AMC Policy Committee Meetings will be held on August 4th at the MCIT Building in St. Paul.

Commissioners' Reports

None.

Review Upcoming Meeting Schedule

Next regular meeting of the County Board will be August 2, 2011, in the Board Room of the County Administration Building.

MEETING ADJOURNMENT

A motion to adjourn the Board meeting at 5:50 p.m. was made by Commissioner Fairbanks, seconded by Commissioner Lucachick, and unanimously carried.

Joe Vene, Chair

Tony Murphy, County Administrator

**TRANSCRIPT OF THE PROCEEDINGS
OF THE BELTRAMI COUNTY BOARD OF COMMISSIONERS
August 2, 2011**

The Beltrami County Board of Commissioners met in regular session on August 2, 2011, 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 Jack Frost, Quentin Fairbanks, and Jim Lucachick were present. County Commissioner District 3 seat is vacant.

GENERAL COMMENTS - BOARD CHAIR

Chairman Vene proclaimed a moment of silence in honor of Commissioner Jim Heltzer followed by a brief speech.

CITIZENS ADDRESSING THE BOARD

Sue Safstrom, a resident in Eckles Township, addressed the Board regarding public access to county data. Ms. Safstrom feels that Beltrami County is not in compliance with data practices law. Attorney Faver has been working with Ms. Safstrom to assist her in gaining the information she requested and will continue to work with her and correct any deficiencies in the County's compliance with data practice law.

APPROVAL OF AGENDA

The following items were added to the Consent Agenda:

- Approval of update to the Aggregate Management Policy
- Approval to proceed with refinancing 2002 Lease Revenue Bonds and the early payment of the 2003 Lease Revenue Bonds

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 Frost, seconded by Commissioner Fairbanks, 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 19, 2011, and the Minutes of the Board of Commissioners Regular Meeting held July 19, 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 Out-of-State Training Request for Deputies

The Board, by adoption of its Consent Agenda, approved out-of-state training for Deputies Birt and Fraik to attend Highway Drug Interdiction for Patrol at Camp Dodge, Iowa, as submitted.

Approved Mutual Aide Agreement w/Polk and Mahnomen Counties

The Board, by adoption of its Consent Agenda, approved the Mutual Aide Agreement with Polk and Mahnomen Counties for the Fairbanks trail beginning August 1, 2011, as submitted.

Approved Final Pay Voucher for Project SAP 004-600-011

The Board, by adoption of its Consent Agenda, approved the Final pay voucher for Project SAP 004-600-011 for 1.34 miles of road work on Three Island Road, as submitted.

Approved Update to the Aggregate Management Policy

The Board, by adoption of its Consent Agenda, approved the proposed revisions and updated the Natural Resource Management Aggregate Management Policy, as submitted.

Approved Lease Revenue Bonds Refinance and Payment

The Board, by adoption of its Consent Agenda, approved the refinance of the 2002 Lease Revenue Bonds for the joint Law Enforcement Center and the early payment of the 2003 Lease Revenue Bonds.

REGULAR AGENDA

Authorization to fill Full-Time Corrections Officer Position

Sheriff Phil Hodapp presented a request to fill a full-time Corrections Officer position in the jail that was vacated and any subsequent vacancies that occur as a result.

A motion was made by Commissioner Frost, and seconded by Commissioner Lucachick, to fill one full-time Corrections Officer Position and any subsequent vacancies that occur as a result. Unanimously carried.

Authorization to fill Full-Time PHN Position

Linda Yourczek, Health & Human Services Nursing Service Division Director, presented a request to fill one full-time PHN position that was vacated due to a resignation.

A motion was made by Commissioner Fairbanks, and seconded by Commissioner Lucachick, to fill one full-time PHN Position. Unanimously carried.

Schedule Special Election to Fill Vacant District 3 Commissioner Position

Due to Commissioner Jim Heltzer's passing away on July 21, 2011, the County Board must take the necessary actions to declare a vacancy for the position of District 3 County Commissioner and schedule a special election.

Attorney Tim Faver summarized the statutory requirements and what the County's options are. The Auditor's office would prefer to hold the special election this fall in conjunction with the school board election; thereby saving the County time and money by not holding a separate election later.

A Resolution was drafted by the County Attorney's Office and the Auditor's Office that would meet the legal obligations and requirements and be ready to proceed with the already scheduled election for November:

WHEREAS, Jim Heltzer, District 3 County Commissioner for Beltrami County, passed away on July 21, 2011 and;

WHEREAS, it is the desire of the Beltrami County Board of Commissioners to set forth an orderly process, pursuant to the statute, for the filling of the vacancy created by the death of Commissioner Heltzer.

NOW, THEREFORE, be it resolved as follows:

1. The District 3 Commissioner seat is hereby declared vacant, effective July 21, 2011.

2. That it is ordered that a special election shall be held to fill the District 3 Commissioner's seat created by the death of Commissioner Heltzer.

3. That filings for the District 3 Commissioner seat shall be open at 8:00 a.m. on August 5, 2011, and shall close at 5:00 p.m. on August 19, 2011. All filings shall be made at the office of the Beltrami County Auditor-Treasurer, Beltrami County Administration Building, 701 Minnesota Avenue, Bemidji, MN 56601.

4. That the special election ordered herein shall be held on Tuesday, November 8, 2011. If more than two persons file to fill the vacancy, a special primary shall be held on Tuesday, September 13, 2011. The two persons receiving the highest number of votes at such special primary shall advance to the special election on November 8, 2011.

5. That the individual elected at the special election on November 8, 2011 shall hold office for the remainder of the current unexpired term for District 3, which expires on the first Monday in January, 2015, unless said term is modified by potential restricting occurring in 2012

Auditor/Treasurer, Kay Mack elaborated on the necessity to expedite the election process to be able to run the election in conjunction with the already scheduled November election and save the county time and money by holding the one election.

Commissioner Lucachick also stated, for the record, that the process was being expedited strictly for cost savings and practicality.

A motion was made by Commissioner Lucachick, and seconded by Commissioner Frost to adopt the Special Election Resolution to fill the vacancy for District 3 County Commissioner. Unanimously carried.

Election of Beltrami County Board Vice-Chair

Also due to the passing of Commissioner Heltzer, the Beltrami County Board must elect a new Vice-Chair.

A motion was made by Commissioner Frost, and seconded by Commissioner Lucachick, to appoint Commissioner Quentin Fairbanks as Vice-Chair of the Beltrami County Board and then move to Chairman in 2012. Unanimously carried.

COMMISSIONERS' BUSINESS

Legislative/Lobbying Issues

- Commissioner Vene reported on upcoming AMC Policy Committee meetings at the MCIT building
- Commissioner Lucachick reported on Kitchigami Regional Library's impending budget request.

Commissioners' Reports

- Commissioner Fairbanks reported upcoming Con-Con meeting
- Commissioner Frost gave a Mississippi Headwaters Board update

Review Upcoming Meeting Schedule

Next regular meeting of the County Board will be August 16, 2011, 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.

Joe Vene, Chair

Tony Murphy, County Administrator

**TRANSCRIPT OF THE PROCEEDINGS
OF THE BELTRAMI COUNTY BOARD OF COMMISSIONERS
August 16, 2011**

The Beltrami County Board of Commissioners met in regular session on August 16, 2011, 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 Jack Frost, Quentin Fairbanks, and Jim Lucachick were present. County Commissioner District 3 seat is vacant.

GENERAL COMMENTS - BOARD CHAIR

None.

CITIZENS ADDRESSING THE BOARD

None.

APPROVAL OF AGENDA

The following item was moved from the Consent Agenda to the Regular Meeting Agenda:

- Sheriff: Approval of Resolution to Add Part-Time Deputies Gustafson and Kasper to PERA Police and Fire Pension Plan

The following items were deleted from the Regular Meeting Agenda:

- Approval of Application for Strategic Prevention Framework State Incentive Grant
- Closed Session: Attorney Client Privilege

The following item was added to the Regular Meeting Agenda:

- Authorization to Fill Vacant Assessment Team Specialist

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 Fairbanks, 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 2, 2011, and the Minutes of the Board of Commissioners Regular Meeting held August 2, 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 HRA Policy for NW Beltrami Entry Cost Assistance Program

The Board, by adoption of its Consent Agenda, approved policies and procedures recommended by the Beltrami County Housing and Redevelopment Authority to be applied to the Northwest Beltrami County Entry Cost Assistance Program, 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.

REGULAR AGENDA

Authorization to Fill Full-Time Payroll Tech Position

Auditor-Treasurer Kay Mack, requested authorization to fill a vacant Payroll Tech Position due to an employee accepting a transfer.

A motion was made by Commissioner Fairbanks and seconded by Commissioner Frost to post externally to fill a Full-Time Payroll Tech Position. Unanimously carried.

Approved Resolutions to Add Part-Time Deputies Gustafson and Kasper to PERA Police and Fire Pension Plan

The Board discussed the policy issues related to the request for a change in pension plan designation or the two part-time employees. A motion was made by Commissioner Lucachick and seconded by Commissioner Frost to approve the two resolutions; one for Deputy Robert Shane Gustafson and one for Deputy Thomas Kasper. The vote was unanimous in support.

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 **Robert Shane Gustafson**, 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 Joe Vene and County Administrator Tony Murphy, or their successors, are hereby authorized to execute such agreements, and amendments thereto, as are necessary to implement the project(s).

Second Resolution:

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 **Thomas Kaspers**, 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 Joe Vene and County Administrator Tony Murphy, or their successors, are hereby authorized to execute such agreements, and amendments thereto, as are necessary to implement the project(s).

Authorization to Fill Full-Time Highway Maintenance II Position
Highway Engineer, Bruce Hasbargen, requested authorization to fill a vacant Highway Maintenance II Position due to a retirement at the Pinewoods shop.

A motion was made by Commissioner Frost and seconded by Commissioner Fairbanks to post externally to fill a Full-Time Highway Maintenance II Position. Unanimously carried.

Authorization to Fill Part-Time Female Corrections Officer Position

Jail Administrator Cindy Borowski reported that two recently hired Corrections Officers, one male and one female, have resigned. Administrator Borowski requested authorization to fill the part-time male and female Corrections Officer vacancies.

A motion was made by Commissioner Lucachick and seconded by Commissioner Frost to post externally to fill two Part-Time Female Corrections Officer positions. Unanimously carried.

Approval of Contract Amendment with BASC for Child Welfare Targeted Case Management Services to Youth Considered Truant and/or Delinquent

Social Services Division Director, Diane Boben, presented the Contract amendment with BASC for child welfare targeted case management services, as submitted. The amendment represents a rate change effective July 1, 2011. Ms. Boben reviewed the priority outcomes and key performance indicators included in the contract with BASC.

A motion was made by Commissioner Fairbanks and seconded by Commissioner Frost to approve the contract amendment with BASC for child welfare targeted case management services to youth considered truant and/or delinquent. Unanimously carried.

Submittal of Proposed 2012-2013 County Budget

County Administrator, Tony Murphy, distributed the proposed 2012-2013 County Budget and gave a brief overview of the proposals for the coming year.

Administrator Murphy announced the receipt of a Government Finance Officers Association (GFOA) Distinguished Budget Presentation Award for the 2011 County Budget. The worry of the State of Minnesota structural budget deficit was acknowledged as a factor in developing the 2012 County Budget. Mr. Murphy commentated on property tax impacts for 2012 from the total county levy and the changes to Market Value Homestead Credit passed by the State Legislature and the Governor. Significant

staffing, program and capital budget items were also noted. The state mandated deadline for setting the preliminary property tax levy and to adopt the preliminary budget were also shared. Members of the County Board raised questions related to the budget and property tax proposals. Members of the County Board discussed the need and desire to schedule a special budget review session. A meeting was scheduled for Tuesday, August 23, 3:00 to 5:00 pm to review the proposed budget.

Authorization to Fill Full-Time Assessment Team Specialist Position

Chief Deputy County Assessor Skerik requested permission to fill one of the two vacant Assessment Team Specialist positions.

A motion was made by Commissioner Lucachick and seconded by Commissioner Frost to post externally to fill a full-time Assessment Team Specialist position. Unanimously carried.

COMMISSIONERS' BUSINESS

Legislative/Lobbying Issues

Commissioner Vene and Commissioner Frost reported on issues discussed at the Association of Minnesota Counties (AMC) Policy Committee meetings.

Commissioner Vene provided a brief update on the AMC Board of Directors strategic planning session.

Commissioners' Reports

None.

Review Upcoming Meeting Schedule

Next regular meeting of the County Board will be September 6, 2011, 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 Lucachick, seconded by Commissioner Frost, and unanimously carried.

Joe Vene, Chair

Tony Murphy, County Administrator

**TRANSCRIPT OF THE PROCEEDINGS
OF THE BELTRAMI COUNTY BOARD OF COMMISSIONERS
September 6, 2011**

The Beltrami County Board of Commissioners met in regular session on September 6, 2011, 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 Jack Frost and Quentin Fairbanks were present. Commissioner Jim Lucachick was excused. County Commissioner District 3 seat is vacant.

GENERAL COMMENTS - BOARD CHAIR

Chairman Vene presented Jail Administrator Cindy Borowski with a Certificate of Recognition acknowledging her award as the MSA Jail Administrator of the Year.

Chairman Vene presented retired Pioneer Newspaper reporter, Brad Swenson with a Certificate of Appreciation for his years of service as the County reporter for the Bemidji Pioneer.

CITIZENS ADDRESSING THE BOARD

None.

APPROVAL OF AGENDA

The following item was added to the Consent Agenda:

- Approval of Opting Out of State Satellite Office Agreement for Uniform Commercial Code

GENERAL BUSINESS

Approved Agenda and Amendments

A motion to approve the Agenda and Amendments was made by Commissioner Frost, seconded by Commissioner Fairbanks, and unanimously carried by roll call vote.

Approved Consent Agenda

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

CONSENT ITEMS

Approved Minutes

The Board, by adoption of its Consent Agenda, approved the Minutes of the Board of Commissioners Work Meeting held August 16, 2011, and the Minutes of the Board of Commissioners Regular Meeting held August 16, 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 Certification of Special Assessment

The Board, by adoption of its Consent Agenda, approved to certify special assessments of \$2,567 to parcel 40.00093.00, as submitted.

Approved Led Lake Game Fund Appropriations

The Board, by adoption of its Consent Agenda, approved the funding recommendations of \$160,568 made by the citizen committee for 2011/2012 distribution of the 15% PILT Fund, as submitted.

Approved Resolution Opposing the Proposal to Transfer Postal Services to St. Cloud

The Board, by adoption of its Consent Agenda, approved the Resolution Opposing the Proposal to Transfer Postal Services to St. Cloud:

WHEREAS, the United States Postal Service has proposed the transfer of mail processing services to the St. Cloud Mail Processing Center; and

WHEREAS, the lack of a full service postal facility will result in loss of Bemidji's identity (the local postmark), local mail delays to both businesses and residents, and possibly a reduced postal service workforce; and

WHEREAS, the lack of a full service postal facility, and the concurrent loss of postal employment positions, will likely result in a significant, negative impact to an already struggling local economy and a setback to Bemidji's efforts to remain a dynamic regional center in greater Minnesota.

NOW, THEREFORE, BE IT RESOLVED that the Beltrami County Board of Commissioners go on record in opposition to the proposed

transfer of services and request the Postal Department to alter their plans and not make the proposed changes; and

BE IT FURTHER RESOLVED that the Beltrami County Board of Commissioners do hereby direct the County Administrator to submit a copy of this resolution to the United States Postal Service as a written comment on the proposed plans.

Approved "Federal Boating Safety Supplement" Grant Agreement and Resolution

The Board, by adoption of its Consent Agenda, approved the "Federal Boating Safety Supplement" Grant Agreement and Resolution to enter into the Agreement:

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 2010 Federal Boating Safety Equipment Grant; and

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

WHEREAS, Beltrami County Sheriff's Officer 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 "2011 Federal Boating Safety Supplemental Equipment Grant."

Approved Joint Powers Agreement Resolution between the State of Minnesota Department of Public Safety-Minnesota Justice and Information Services, Bureau of Criminal Justice Office and Beltrami County

The Board, by adoption of its Consent Agenda, approved the Joint Powers Agreement Resolution between the State of Minnesota Department of Public Safety-Minnesota Justice and Information Services, Bureau of Criminal Justice Office and Beltrami County:

WHEREAS, the County of Beltrami, on behalf of its County Sheriff desires to enter into a Joint Powers Agreement with the State of Minnesota, Department of Public Safety, Bureau of Criminal Apprehension to receive funding to install an adapter to facilitate eCharging in the county.

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 Sheriff are hereby approved. Copies of the Joint Powers Agreement is attached to this Resolution and made a part of it.

2. That the County Board Chair, Joseph Vene, or his or her successor, is designated the Authorized Representative for the Sheriff.

To assist the Authorized Representative with the administration of the agreement, County Administrator, Tony Murphy, is appointed as the Authorized Representative's designee.

3. That Joe Vene, the Chair of the County of Beltrami, and Tony Murphy, the County Administrator, are authorized to sign the State of Minnesota Joint Powers Agreements.

Approved Bid Award for Highway Project SP 004-608-009

The Board, by adoption of its Consent Agenda, approved the award of bid on Highway Project SP 004-608-009 (CSAH 8, Roosevelt Road), to the lowest responsible bidder Knife River Materials, Inc. in the amount of \$1,769,994.82, as submitted.

Approved New Subdivision: Eckles Grassy Knolls, Owner: Steve Hill, S&J Development, LLC

The Board, by adoption of its Consent Agenda, approved the new subdivision Final Plat for Eckles Grassy Knolls, Owner/Developer, Steve Hill, S&J Development, LLC, as submitted.

Approved Opting Out of State Satellite Office Agreement for Uniform Commercial Code

The Board, by adoption of its Consent Agenda, approved the letter to the Secretary of State stating Beltrami County's decision to opt out of the State Satellite Office Agreement for Uniform Commercial Code processing, as submitted.

REGULAR AGENDA

Public Hearing: Revocation of a Portion of County Road 500

Highway Engineer, Bruce Hasbargen, informed the Board that Roosevelt Township has expressed interest in taking over ownership and maintenance of a small portion of County Rd 500 (apx. 150 ft.). Prior to reversion a turnaround will be constructed by others at the proposed end of the County Road.

Chairman Vene opened the Public Hearing.
There were no comments from the audience.
Chairman Vene Closed the Public Hearing.

A motion was made by Commissioner Frost, and seconded by Commissioner Fairbanks, to tentatively approve the revocation of a portion of County Road 500 to Roosevelt Township after completion of construction of a turnaround at the end of the County Road. Unanimously carried by roll call vote.

Authorization to Fill a Seasonal Fall Highway Laborer Position
Highway Engineer, Bruce Hasbargen, presented the request to fill a seasonal, fall laborer position.

A motion was made by Commissioner Fairbanks, and seconded by Commissioner Frost, to fill a seasonal, fall Highway Laborer Position. Unanimously carried by roll call vote.

Authorization to Fill a Part-Time Extension Secretary Position
Due to a resignation, the part-time Extension Secretary position is currently vacant.

A motion was made by Commissioner Fairbanks, and seconded by Commissioner Frost, to fill a part-time Extension Secretary Position. Unanimously carried by roll call vote.

Home and Community Based (HCBS) Waiver Contracts for Period of July 1, 2011-June 30, 2014
Health & Human Services, Social Services Division Director, Diane Boben, presented the list of Home and Community Based Waiver Contracts for July 1, 2011 through June 20, 2014 and answered questions from the Board.

A motion was made by Commissioner Fairbanks, and seconded by Commissioner Frost, to approve the Home and Community Based Waiver Contracts for July 1, 2011 through June 20, 2014. Unanimously carried by roll call vote.

Home and Community Based (HCBS) Waiver Contract Amendment
Health & Human Services, Social Services Division Director, Diane Boben, presented the list of Home and Community Based Waiver Contract Amendments and answered questions from the Board.

A motion was made by Commissioner Frost, and seconded by Commissioner Fairbanks, to approved the Home and Community Based

Waiver Contract Amendments. Unanimously carried by roll call vote.

Resolution Setting the Proposed 2012 Property Tax Levy for Beltrami County

County Administrator, Tony Murphy, presented the Resolution Setting the proposed 2012 property tax levy:

BE IT RESOLVED that the Beltrami County Board of Commissioners do hereby approve the Preliminary 2012 County Budget, as submitted, and do hereby set the 2012 Proposed Property Tax Levy, as follows:

	Actual	Actual	Budget	Proposed		
Regular Levies (Operations):	2009	2010	2011	2012	\$ Change	% Change
Revenue Fund Levy	6,838,536	7,466,840	7,635,040	8,255,040	620,000	8.12%
Human Services Levy	5,681,457	5,465,000	5,419,126	5,419,126	0	0.00%
Road & Bridge Levy	2,090,269	2,173,186	2,107,347	2,107,347	0	0.00%
Total Regular Levies	14,610,256	15,105,026	15,161,513	15,781,513	620,000	4.09%
Special Levies (Debt Service):						
PERA Increase Levy	39,500	39,500	39,500	39,500	0	0.00%
Jail Debt Service Levy	128,547	300,000	0	0	0	#DIV/0!
Development District Levy	145,373	0	0	0	0	#DIV/0!
LEC Debt Service Levy	350,663	300,000	350,000	330,000	-20,000	-5.71%
Judicial Ctr Debt Service Levy	297,793	280,000	350,000	350,000	0	0.00%
CSC Debt Service Levy	261,898	450,000	450,000	450,000	0	0.00%
CAB Debt Service Levy	542,835	500,000	550,000	550,000	0	0.00%
Total Special Levies:	1,766,609	1,869,500	1,739,500	1,719,500	-20,000	-1.15%
Total Levy	16,376,865	16,974,526	16,901,013	17,501,013	\$ 600,000	3.55%

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, November 29, 2011, at 6:00 pm in the County Board Room.

A motion was made by Commissioner Fairbanks, and seconded by Commissioner Frost, to approve the 2012 3.55% Property Tax Levy Resolution for Beltrami County. Unanimously carried by roll call vote.

2012 Employee Insurance Benefits

Human Resources Director, Linda Tran, presented the 2012 Employee insurance benefit rates and changes for approval. These changes include:

- Removal of the \$500 deductible Health plan and adding the \$3000 deductible HSA/VEBA plan
- Approve rates for health insurance for 2012 subject to union vote concerning the nurse phone line
- Life Insurance rates and changing providers to from Minnesota Life to Cigna
- 2012 Group Senior Gold rate reduction

A motion was made by Commissioner Fairbanks, and seconded by Commissioner Frost, to approve the 2012 employee insurance benefits and rates as submitted. Unanimously carried by roll call vote.

The Board has requested a written follow up from Ms. Tran regarding the outcome of the Union votes.

Resolution Approving Prepayment of County Lease Obligation for the County Jail and the County Administration Building and to Sell Refunding Bonds for the LEC

County Administrator, Tony Murphy, explained the long-term debt recommendations and presented the Resolution:

RESOLUTION APPROVING PREPAYMENT OF COUNTY LEASE OBLIGATIONS FOR CERTAIN BELTRAMI COUNTY HOUSING AND REDEVELOPMENT AUTHORITY BONDS, REDEMPTION OF COUNTY JAIL BONDS AND DETERMINING TO SELL REFUNDING BONDS FOR LAW ENFORCEMENT CENTER OBLIGATIONS

WHEREAS, Beltrami County, Minnesota (the "County") financed the law enforcement center under a Lease Agreement dated October 1, 2002 (the "Law Enforcement Center Lease"), and financed the administration facility under a Lease and Purchase Option Agreement dated as of February 1, 2004 (the "Administration Lease"), entered into between the County and the Beltrami County Housing and Redevelopment Authority (the "Authority") under which the Authority issued its Law Enforcement Center Revenue Bonds of 2002 (Beltrami County Unlimited Tax Lease Obligation) (the "Law Enforcement Center Bonds") and Lease Revenue Bonds, Series 2004 (Beltrami County Lease Obligation) (the "Administration Facility Bonds") respectively and obtained jail financing through the issuance of its General Obligation Jail Bonds of 2003 (the "2003 Jail Bonds:"); and

WHEREAS, the County has determined to prepay its obligations under the Administration Lease and redeem the outstanding 2003 Jail Bonds; and

WHEREAS, the County has determined to issue refunding bonds to prepay its obligation under the Law Enforcement Center Lease.

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

1. The County shall prepay its obligation under the Administration Lease and redeem the 2003 Jail Bonds, and funds for those purposes are hereby appropriated.

2. The County Administrator shall direct the Authority to redeem the outstanding Administration Facility Bonds on December 1, 2012, shall cause the 2003 Jail Bonds to be redeemed on February 1, 2012, and shall cause notice of such redemptions to be submitted to the Municipal Securities Redeeming Board as an event notice under the applicable Continuing Disclosure Agreements.

3. Sealed proposals for the refunding bonds will be received on Tuesday, September 20, 2011, at the offices of Public Financial Management, Inc. The Board of Commissioners will meet the same day for the purpose of considering the proposals and awarding the sale of the bonds. The terms of the bonds and the sale thereof shall be substantially as set forth in the report of Public Financial Management, Inc. on file in the office of the County Administrator.

A motion was made by Commissioner Frost, and seconded by Commissioner Fairbanks, to approve the Resolution for prepayment of county lease obligations for certain Beltrami County Housing and Redevelopment Authority Bonds, redemption of County Jail bonds and determining to sell refunding bonds for Law Enforcement Center obligations. Unanimously carried by roll call vote.

COMMISSIONERS' BUSINESS

Legislative/Lobbying Issues

None.

Commissioners' Reports

- Commissioner Fairbanks reported on the success of renting the old Kelliher school for business offices to provide services to local residents.
- Commissioner Vene reported on attending a Rotary Club meeting where they donated \$200 to the Sentence-to-Service program for their assistance during the Dragon Boat Festival.

Review Upcoming Meeting Schedule

Next regular meeting of the County Board will be September 20, 2011, 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 Fairbanks, seconded by Commissioner Frost, and unanimously carried.

Joe Vene, Chair

Tony Murphy, County Administrator

**TRANSCRIPT OF THE PROCEEDINGS
OF THE BELTRAMI COUNTY BOARD OF COMMISSIONERS
September 20, 2011**

The Beltrami County Board of Commissioners met in regular session on September 20, 2011, 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 Jack Frost, Quentin Fairbanks, and Jim Lucachick were present. County Commissioner District 3 seat is vacant.

GENERAL COMMENTS - BOARD CHAIR

None.

CITIZENS ADDRESSING THE BOARD

None.

APPROVAL OF AGENDA

The following item was added to the Consent Agenda:

- Approval to Remodel a Portion of Old Kelliher School

The following items were added to the Regular Agenda:

- Approval of Pilot Project for At-Risk Youth
- Review and Clarification of Pharmacy Discount Card Program

GENERAL BUSINESS

Approved Agenda and Amendments

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

Approved Consent Agenda

A motion to approve the Consent Agenda was made by Commissioner Lucachick, seconded by Commissioner Fairbanks, 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 6, 2011, and the Minutes of the Board of Commissioners Regular Meeting held September 6, 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 Start Compensation for Payroll Tech at Pay Grade 6

The Board, by adoption of its Consent Agenda, approved starting the most recent payroll position filled by a returning payroll employee, at the top of the pay range, Pay Grade 6, as submitted.

Approved Repurchase of Forfeited Property Parcel 83.00217.00

The Board, by adoption of its Consent Agenda, approved the application for repurchase of forfeited lands made by Allan Horton for First Addition to Kelliher Lot 4 less 2-1/2 ft thereof, parcel 83.00217.00, as submitted.

Approved Resolution for Electronic Timesheet Submission

The Board, by adoption of its Consent Agenda, approved the Electronic Timesheet Submission Resolution:

WHEREAS, Beltrami County has committed to accepting and processing employee payroll using an on-line, electronic timesheet that includes a signature notice and employee specific password, and

WHEREAS, timesheets are legal documents that are tied to the use of public funds and require the signature of the employee and supervisor,

BE IT RESOLVED:

- That the Beltrami County Board of Commissioners authorizes the use of electronic signatures from employees and supervisors
- That legal ramifications of falsifying a timesheet under the electronic submission will have the same legal effect as hard timesheets with signatures have had
- The document tracking system will become part of the payroll record history

Approved Out-of-State Travel for Fraud Investigator

The Board, by adoption of its Consent Agenda, approved out-of-state travel for Fraud Investigator, Scott Degelder, to attend National Welfare Fraud Conference in Garden Grove, CA, as submitted.

Approved Home & Community Based Waiver Contracts for July 1, 2011 through June 30, 2014

The Board, by adoption of its Consent Agenda, approved the Home & Community Based Waiver Contracts for July 1, 2011 through June 30, 2014, as submitted.

Approved Home & Community Based Waiver Contract Amendments

The Board, by adoption of its Consent Agenda, approved the Home & Community Based Waiver Contract amendments effective September 1, 2011, 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 and Human Services Monthly Income Maintenance Case Activity Reports

The Board, by adoption of its Consent Agenda, reviewed and approved Human Services Monthly Income Maintenance Case Activity Reports, 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 the Remodel of a Portion of Old Kelliher School

The Board, by adoption of its Consent Agenda, approved the \$10,000 estimate to remodel a portion of the old Kelliher School utilizing Con-Con fund reserves, as submitted.

REGULAR AGENDA

Request to Fill One Full-Time Registered Dietician/Nutritionist Position

Linda Yourczek, Division Director of Nursing Services, explained the request to fill one full-time CPA (Competent Professional Authority)/Registered Dietician, Nutritionist, due to an employee resignation.

A motion was made by Commissioner Lucachick, and seconded by Commissioner Frost, to fill one full-time registered dietician/nutritionist position. Unanimously carried.

The Board requested a report tracking the FTE dollar fluctuations over time.

Resolution Supporting Land Conveyance to Local Government

Richard Moore, County Land Commissioner, presented the resolution to convey a tax-forfeited parcel to Turtle Lake Township:

The Board, by adoption of its regular agenda, approves the Natural Resource Management Department recommendation for Public Use Conveyance to Turtle Lake Township.

WHEREAS, Minnesota Statutes, Section 282.01 provides for a governmental subdivision to acquire tax-forfeited lands for authorized public use;

WHEREAS, Beltrami County authorizes and approves the transfer of the following parcel of land for authorized public use:

Tax Parcel ID:	Legal Description	Requestor	Purpose for Conveyance
47.00255.00	Lot 4 W of RY less plat of Werner (RY-Minneapolis, Red Lake & Manitoba as stated on plat of Werner) Sec 19 Twp 148 Rng 33	Turtle Lake Township 10.16 calculated acres	For use as a public park

NOW THEREFORE, BE IT RESOLVED, that Beltrami County approves the transfer of said land for the stated authorized public use.

A motion was made by Commissioner Fairbanks, and seconded by Commissioner Frost, to approve the Resolution supporting a Land Conveyance to the Local Government of Turtle Lake Township. Unanimously carried by roll call vote.

Resolution Awarding Sale of Law Enforcement Center Refunding Bonds

County Administrator, Tony Murphy, presented documentation and a Draft Resolution prepared by Beltrami County's financial consultants, Public Financial Management Inc., to refinance the long-term debt for the Law Enforcement Center. Myron Knutson, representative of Public Financial Management was also present to answer questions and explain the information.

RESOLUTION AWARDING SALE OF \$4,735,000 UNLIMITED TAX LAW ENFORCEMENT CENTER REFUNDING BONDS, SERIES 2011, FIXING THE FORM AND SPECIFICATIONS THEREOF, PROVIDING FOR THEIR EXECUTION AND DELIVERY, AND PROVIDING FOR THEIR PAYMENT

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

1. The proposal of UMB Bank, N.A. to purchase the \$4,735,000 Unlimited Tax Law Enforcement Center Refunding Bonds, Series 2011 of the County is hereby found and determined to be a favorable proposal, and shall be and is hereby accepted, said proposal being to purchase Bonds maturing and bearing interest as set forth in paragraph 2 at a price of \$4,711,939.38 plus accrued interest.

2. To provide funds to refund the outstanding Beltrami County Housing and Redevelopment Authority Law Enforcement Center Lease Revenue Bonds of 2002 (the "Prior Bonds") and the County's lease obligations in connection therewith, the County shall forthwith issue its negotiable Unlimited Tax Law Enforcement Center Refunding Bonds, Series 2011 (the "Bonds"), pursuant to Minnesota Statutes, Section 475.67 and Chapter 475. The Bonds shall be in the aggregate principal amount of \$4,735,000, to be dated November 8, 2011, bear interest at the rates per annum according to years of maturity set forth below, computed on the basis of a 360-day year of twelve 30-day months, payable August 1, 2012, and semiannually thereafter on February 1 and August 1 in each year, and mature serially on February 1 in the years and amounts as follows:

<u>Year</u>	<u>Amount</u>	<u>Interest</u> <u>Rate</u>	<u>Year</u>	<u>Amount</u>	<u>Interest</u> <u>Rate</u>
2013	\$370,000	1.10%	2019	\$440,000	1.70%
2014	395,000	1.10	2020	445,000	1.95

2015	400,000	1.10	2021	460,000	2.10
2016	410,000	1.20	2022	480,000	2.15
2017	415,000	1.20	2023	495,000	2.30
2018	425,000	1.40			

All Bonds maturing on or after February 1, 2019, are subject to redemption and prior payment in whole or in part in such order as the County may determine and by lot within a maturity at the option of the County on February 1, 2018, and any date thereafter at par and accrued interest. In the event of redemption by lot of Bonds of like maturity, the Bond Registrar shall assign to each Bond of such maturity then outstanding a distinctive number for each \$5,000 of the principal amount of such Bonds and shall select by lot in the manner it determines the order of numbers, at \$5,000 for each number, for all outstanding Bonds of like maturity. The order of selection of Bonds to be redeemed shall be the Bonds to which were assigned numbers so selected, but only so much of the principal amount of each Bond of a denomination of more than \$5,000 shall be redeemed as shall equal \$5,000 for each number assigned to it and so selected. The Bonds shall be numbered R-1 upwards in order of issuance or in such other order as the Registrar may determine and shall be in the denomination of \$5,000 each or any integral multiple thereof not exceeding the amount maturing in any year.

3. The Bonds shall be payable as to principal upon presentation at the main office of U.S. Bank National Association, as Registrar and Paying Agent, or at the offices of such other successor agents as the County may hereafter designate upon 60 days' mailed notice to the registered owners at their registered addresses. Interest shall be paid by check or draft of the Registrar mailed to the registered owners at their addresses shown on the registration books of the County on the 1st day of the month preceding each interest payment date.

4. The Bonds, the Registrar's Certificate of Authentication and Registration and the form of assignment on the reverse side thereof shall be in substantially the following form:

UNITED STATES OF AMERICA
STATE OF MINNESOTA
COUNTY OF BELTRAMI

No. R-_____

\$_____

UNLIMITED TAX LAW ENFORCEMENT CENTER
REFUNDING BOND, SERIES 2011

<u>Interest Rate</u>	<u>Maturity</u> <u>Date</u>	<u>Date of Original</u> <u>Issue</u>	<u>CUSIP</u>
		November 8, 2011	

Registered Owner:

Principal Amount:

The County of Beltrami, Minnesota, for value received, hereby promises to pay to the Registered Owner specified above, or registered assigns, the Principal Amount specified above on the Maturity Date specified above, upon the presentation and surrender hereof, and to pay to the Registered Owner hereof interest on such Principal Amount at the Interest Rate specified above from the Date of Original Issue, or the most recent interest payment date to which interest has been paid or duly provided for as specified below, on February 1 and August 1 of each year, commencing August 1, 2012, until said principal amount is paid. Principal is payable in lawful money of the United States of America at the office of U.S. Bank National Association, in St. Paul, Minnesota, as Registrar or of a successor Registrar designated by the County, which designation shall be made upon notice of 60 days to the Registered Owners at their registered addresses. Interest is payable by check or draft mailed to the person in whose name this Bond is registered at the close of business on the 15th day of the month preceding each interest payment date (whether or not a business day) at the registered owner's address set forth on the registration books maintained by the Registrar. Any such interest not punctually paid or provided for will cease to be payable to the owner of record as of such regular record dates and such defaulted interest may be paid to the person in whose name this Bond shall be registered at the close of business on a special record date for the payment of such defaulted interest established by the Registrar.

The Bonds of this series maturing on or after February 1, 2019, are subject to redemption at the option of the County, in whole or in part in such order as the County may determine and by lot within a maturity, on February 1, 2018, and any date thereafter at par and accrued interest. Thirty days' notice of prior redemption will be given by mail to the bank where the

Bonds are payable and to the registered owners in the manner provided by Chapter 475, Minnesota Statutes. Any defect in mailing notice of redemption shall not affect the validity of the proceedings for redemption. Any Bond called for redemption, and for the payment of which moneys are set aside by the County on the redemption date, shall not bear interest after the redemption date, regardless of any delay in its presentation.

This Bond is one of an issue of Bonds in the aggregate principal amount of \$4,735,000, all of like date and tenor except as to maturity, interest rate, and redemption privilege, issued pursuant to and in full conformity with the Constitution and Laws of the State of Minnesota, including Section 475.67, Minnesota Statutes, for the purpose of providing funds to refund certain lease obligations of the County. The Bonds of this issue are payable primarily from taxes levied under the Resolution described below, and the County will levy additional ad valorem taxes on all taxable property in the County, if required for such purpose, without limitation as to rate or amount.

This Bond is transferable, as provided by the Resolution of the Board of County Commissioners authorizing the issuance of the Bonds of this series adopted September 20, 2011 (the "Resolution") only upon books of the County kept at the office of the Registrar by the Registered Owner hereof in person or by the Registered Owner's duly authorized attorney, upon surrender of this Bond for transfer at the office of the Registrar, duly endorsed by, or accompanied by a written instrument of transfer in form satisfactory to the Registrar duly executed by, the Registered Owner hereof or the Registered Owner's duly authorized attorney, and, upon payment of any tax, fee or other governmental charge required to be paid with respect to such transfer, one or more fully registered Bonds of the series of the same principal amount, maturity and interest rate will be issued to the designated transferee or transferees. The Registered Owner of this Bond may be treated as the absolute owner hereof for all purposes.

The Bonds of this series are issuable only as fully registered bonds without coupons in denominations of \$5,000 or any integral multiple thereof not exceeding the principal amount maturing in any one year. As provided in the Resolution and subject to certain limitations therein set forth, the Bonds of this series are exchangeable for a like aggregate principal amount of Bonds of this series of a different authorized denomination, as requested by the Registered Owner or the Registered Owner's duly authorized attorney upon surrender thereof to the Registrar.

IT IS HEREBY CERTIFIED AND RECITED that this Bond is issued by authority of and in strict accordance with Minnesota Statutes, Section 475.67, that all acts, conditions and things required by the Constitution and laws of the State of Minnesota to be done, to happen and to be performed precedent to and in the issuance of this Bond have been done, have happened and have been performed in regular and due form, time and manner as required by law and that this Bond, together with all other indebtedness of the County outstanding on the date of its issuance, does not exceed any constitutional or statutory limitation of indebtedness.

This Bond shall not be valid or become obligatory for any purpose until the Certificate of Authentication and Registration hereon shall have been signed by the Registrar.

IN WITNESS WHEREOF, Beltrami County, Minnesota, by its Board of Commissioners, has caused this Bond to be executed in its behalf by the facsimile signature of the Chair and by the facsimile signature of the County Administrator, all as of the Date of Original Issue specified above.

BELTRAMI COUNTY, MINNESOTA

By (Facsimile Signature)
Chair, Board of County

Commissioners

By (Facsimile Signature)
County Administrator

REGISTRAR'S CERTIFICATE OF AUTHENTICATION AND REGISTRATION

This is one of the Bonds described in the within mentioned Resolution, and this Bond has been registered as to principal and interest in the name of the Registered Owner identified above.

Dated: _____

U.S. BANK NATIONAL
ASSOCIATION, Bond Registrar

By _____
Authorized Signature

ASSIGNMENT

FOR VALUE RECEIVED, the undersigned hereby sells, assigns and transfers unto

(Please Print or Typewrite Name and Address of Transferee)
the within Bond and all rights thereunder, and hereby irrevocably constitutes and appoints _____, attorney to transfer the within Bond on the books kept for registration thereof, with full power of substitution in the premises.

Dated: _____

Please Insert Social Security Number or Other Identifying Number of Assignee

Notice: The signature to this assignment must correspond with the name as it appears on the face of this Bond in every particular, without alteration or any change whatever.

Signature Guaranteed:

Signatures must be guaranteed by a national bank or trust company or by a brokerage firm having membership in one of the major stock exchanges.

5. The Bonds shall be prepared in printed form under the direction of the County Administrator and when so prepared shall be executed on behalf of the County by the manual or facsimile signature of the Chair and by the manual or facsimile signature of the County Administrator. The Bonds shall not be valid for any purpose until authenticated by the Registrar. The Bonds initially issued hereunder shall be registered as of the date of delivery, and all Bonds issued in exchange therefor shall be registered as of such date, or, if issued after the first payment date, as of the most recent interest payment date on which interest was paid or duly provided for. When the Bonds shall have been so prepared and executed, they shall be delivered to the purchaser by the County Administrator or the Administrator's designee(s) upon receipt of the purchase price and accrued interest and the signed legal opinion of Faegre & Benson LLP, as Bond Counsel, and the purchaser shall not be required to see to the proper application of the proceeds.

6. As long as any of the Bonds issued hereunder shall remain outstanding, the County shall maintain and keep at the office of the Registrar an office or agency for the payment of the principal of and interest on the Bonds, as in this Resolution provided, and for the registration and transfer of the Bonds, and shall also keep at the office of the Registrar books for such registration and transfer. Upon surrender for transfer of any Bond at the office of the Registrar with a written instrument of transfer satisfactory to the Registrar, duly executed by the registered owner or the owner's duly authorized attorney, and upon payment of any tax, fee or other governmental charge required to be paid with respect to such transfer, the County shall execute and the Registrar shall authenticate and deliver, in the name of the designated transferee or transferees, one or more fully registered Bonds of the same series and maturity date, of any authorized denominations of a like aggregate principal amount, maturity and interest rate. The Bonds, upon surrender thereof at the office of the Registrar, may at the option of the registered owner thereof be exchanged for an equal aggregate principal amount of Bonds of the same maturity date and interest rate of any authorized denominations. In all cases in which the privilege of exchanging Bonds or transferring fully registered Bonds is exercised, the County shall execute and the Registrar shall deliver Bonds in accordance with the provisions of this Resolution. For every such exchange or transfer of Bonds, whether temporary or definitive, the County or the Registrar may make a charge sufficient to reimburse it for any tax, fee or other governmental charge required to be paid with respect to such exchange or transfer, which sum or sums shall be paid by the person requesting such exchange or transfer as a condition precedent to the exercise of the privilege of making such exchange or transfer. Notwithstanding any other provision of this Resolution, the cost of preparing each new Bond upon each exchange or transfer, and any other expenses of the County or the Registrar incurred in connection therewith (except any applicable tax, fee or other governmental charge) shall be paid by the County. The County and the Registrar shall not be required to make any transfer or exchange of any Bonds during the fifteen (15) days next preceding any February 1 or August 1 interest payment date.

7. Interest on any Bond which is payable, and is punctually paid or duly provided for, on any interest payment date shall be paid to the person in whose name that Bond (or one or more Bonds for which such Bond was exchanged) is registered at the close of business on the 1st day of the month of such interest payment date. Any interest on any Bond which is payable, but is not punctually paid or duly provided for, on any

interest payment date shall forthwith cease to be payable to the registered holder on the relevant regular record date solely by virtue of such holder having been such holder; and such defaulted interest may be paid by the County in any lawful manner, if, after notice given by the County to the Registrar of the proposed payment pursuant to this paragraph, such payment shall be deemed practicable by the Registrar. Subject to the foregoing provisions of this paragraph, each Bond delivered under this Resolution upon transfer of or in exchange for or in lieu of any other Bond shall carry all the rights to interest accrued and unpaid, and to accrue, which were carried by such other Bond and each such Bond shall bear interest from such date that neither gain nor loss in interest shall result from such transfer, exchange or substitution.

8. As to any Bond, the County and the Registrar and their respective successors, each in its discretion, may deem and treat the person in whose name the same for the time being shall be registered as the absolute owner thereof for all purposes and neither the County nor the Registrar nor their respective successors shall be affected by any notice to the contrary. Payment of or on account of the principal of any such Bond shall be made only to or upon the order of the registered owner thereof, but such registration may be changed as above provided. All such payments shall be valid and effectual to satisfy and discharge the liability upon such Bond to the extent of the sum or sums so paid.

9. (a) For purposes of this paragraph 9, the following terms shall have the following meanings:

"Beneficial Owner" shall mean, whenever used with respect to a Bond, the person recorded as the beneficial owner of such Bond by a Participant on the records of such Participant, or such person's subrogee.

"Cede & Co." shall mean Cede & Co., the nominee of DTC, and any successor nominee of DTC with respect to the Bonds.

"DTC" shall mean The Depository Trust Company of New York, New York.

"Participants" shall mean those broker-dealers, banks and other financial institutions for which DTC holds Bonds as securities depository.

"Representation Letter" shall mean the Blanket Letter of Representation from the County to DTC, which shall be executed in substantially the form on file.

(b) The Bonds shall be initially issued as separate authenticated fully registered bonds, and one Bond shall be issued in the principal amount of each stated maturity of the Bonds. Upon initial issuance, the ownership of such Bonds shall be registered in the bond register of the County kept by the Registrar in the name of Cede & Co., as nominee of DTC. The Registrar and the County may treat DTC (or its nominee) as the sole and exclusive owner of the Bonds registered in its name for the purposes of payment of the principal of or interest on the Bonds, selecting the Bonds or portions thereof to be redeemed, giving any notice permitted or required to be given to registered owners of Bonds under this Resolution, registering the transfer of Bonds, and for all other purposes whatsoever; and neither the Registrar nor the County shall be affected by any notice to the contrary. Neither the Registrar nor the County shall have any responsibility or obligation to any Participant, any person claiming a beneficial ownership interest in the Bonds under or through DTC or any Participant, or any other person which is not shown on the registration books of the Registrar as being a registered owner of any Bonds, with respect to the accuracy of any records maintained by DTC or any Participant, with respect to the payment by DTC or any Participant of any amount with respect to the principal of or interest on the Bonds, with respect to any notice which is permitted or required to be given to owners of Bonds under this Resolution, with respect to the selection by DTC or any Participant of any person to receive payment in the event of a partial redemption of the Bonds, or with respect to any consent given or other action taken by DTC as registered owner of the Bonds. The Registrar shall pay all principal of and interest on the Bonds only to Cede & Co. in accordance with the Representation Letter, and all such payments shall be valid and effective to fully satisfy and discharge the County's obligations with respect to the principal of and interest on the Bonds to the extent of the sum or sums so paid. No person other than DTC shall receive an authenticated Bond for each separate stated maturity evidencing the obligation of the County to make payments of principal and interest. Upon delivery by DTC to the Registrar of written notice to the effect that DTC has determined to substitute a new nominee in place of Cede & Co., the Bonds will be transferable to such new nominee in accordance with subparagraph (e) hereof.

(c) In the event the County determines that it is in the best interest of the Beneficial Owners that they be able to obtain Bond certificates, the County may notify DTC and the

Registrar, whereupon DTC shall notify the Participants, of the availability through DTC of Bond certificates. In such event, the Bonds will be transferable in accordance with subparagraph (f) hereof. DTC may determine to discontinue providing its services with respect to the Bonds at any time by giving notice to the County and the Registrar and discharging its responsibilities with respect thereto under applicable law. In such event the Bonds will be transferable in accordance with subparagraph (e) hereof.

(d) Notwithstanding any other provision of this Resolution apparently to the contrary, so long as any Bond is registered in the name of Cede & Co., as nominee of DTC, all payments with respect to the principal of and interest on such Bond and all notices with respect to such Bond shall be made and given, respectively, to DTC as provided in the Representation Letter.

(e) The application of the terms of the Representation Letter to the Bonds is hereby confirmed. The Representation Letter incorporate by reference certain matters with respect to, among other things, notices, consents and approvals by registered owners of the Bonds and Beneficial Owners and payments on the Bonds. The Registrar shall have the same rights with respect to its actions thereunder as it has with respect to its actions under this Resolution.

(f) In the event that any transfer or exchange of Bonds is permitted under subparagraph (b) or (c) hereof, such transfer or exchange shall be accomplished upon receipt by the Registrar from the registered owners thereof of the Bonds to be transferred or exchanged and appropriate instruments of transfer to the permitted transferee in accordance with the provisions of paragraph 6 hereof.

10. There is hereby created a special fund, to be known as the Law Enforcement Bonds, Series 2011 Fund, for purpose of paying principal and interest on the Bonds, and in the event the principal of and interest upon the said Bonds shall become due and payable and there are insufficient moneys in said fund to pay such principal and interest, the County Treasurer is authorized to pay said principal and interest from the general fund and thereafter to reimburse said general fund from collections of taxes levied pursuant hereto. The proceeds of the Bonds herein authorized shall be deposited in a separate fund to be used solely for the payment of the redemption price of the outstanding Prior Bonds when called for redemption on February 1, 2002, and to pay the interest on the Bonds due on February 1, 2012. Any remaining proceeds may be used for any lawful purpose.

11. There is hereby levied upon all the taxable property in the County a direct annual ad valorem tax which shall be spread upon the tax rolls and collected as part of other general ad valorem taxes of the County in the years and amounts as follows:

<u>Levy Year</u>	<u>Collection Year</u>	<u>Amount</u>
2011	2012	\$485,001
2012	2013	490,473
2013	2014	491,161
2014	2015	497,041
2015	2016	497,125
2016	2017	502,396
2017	2018	511,898
2018	2019	509,294
2019	2020	515,933
2020	2021	526,790
2021	2022	531,704

Said levy shall be irrevocable and the taxes so levied are irrevocably appropriated to the debt service fund, but the County reserves the right to reduce said levy from funds in the Law Enforcement Bonds, Series 2011 Fund or other moneys in the manner and to the extent permitted by Minnesota Statutes, Section 475.61.

It is hereby found and determined that the foregoing taxes, if collected in full, will produce at least five percent in excess of the amount needed to meet when due the payments of principal and interest on the Bonds, and the Board of Commissioners shall additional levy general ad valorem taxes on all taxable property in the County, if necessary, to pay the principal of and interest on the Bonds when due.

12. The County Administrator is authorized and directed to prepare and furnish to the purchaser and to the attorneys approving the Bonds, certified copies of all proceedings and records relating to the issuance of the Bonds, and to the right, power and authority of the County and its officers to issue the same, and said certified copies and certificates shall be deemed the representations of the County as to all matters stated therein.

13. The officers of the County are hereby authorized and directed to prepare and furnish to the Secretary of the Treasury a statement meeting the information reporting requirements of Section 149(e) of the Internal Revenue Code of 1986, as amended (the "Code"), by the 15th day of the second calendar month after the close of the calendar quarter in which the Bonds are issued.

14. The County shall not take or permit any action that would cause the Bonds to be "private activity bonds" within the meaning of Section 141 of the Code. In addition, the County shall make no investment of funds that would cause the Bonds to be "arbitrage bonds" within the meaning of Section 148 of the Code and regulations thereunder. The County Administrator is authorized to make any elections available to the County under Section 148 of the Code and regulations thereunder. All terms used in this paragraph 14 shall have the meanings provided in the Code and regulations thereunder.

15. The County Auditor/Treasurer shall register the Bonds in her office as required by law.

16. The Official Statement relating to the Bonds, on file with the County Administrator and presented to this meeting, is hereby approved, and the County ratifies and confirms its designation of the Official Statement as a "near final" Official Statement for purposes of Rule 15c2-12 of the Securities and Exchange Commission and the furnishing thereof to prospective purchasers of the Bonds, insofar as the same relates to the Bonds and the sale thereof. The Continuing Disclosure Certificate included in the Official Statement is hereby approved and shall be executed and delivered in connection with the delivery of the Bonds to the Purchaser.

17. The Bonds are designated qualified tax-exempt obligations under Section 265(b)(3) of the Internal Revenue Code.

18. The proceeds of the Bonds and such additional sums as may be necessary to accomplish the purposes thereof are hereby appropriated to the prepayment and redemption of the Prior Bonds. The outstanding Prior Bonds are hereby called for prior redemption on February 1, 2012, and the Chair or Administrator shall give notice of such redemption pursuant to the lease and such bonds.

A motion was made by Commissioner Fairbanks, and seconded by Commissioner Frost, to approve the Resolution awarding sale of the Law Enforcement Center Refunding Bonds. Unanimously carried.

Approved Pilot Project for At-Risk Youth

As a part of Strategy Aligned Management, the Safe Neighborhood Theme Team is requesting funds to allow Social Workers and Truancy Case Managers to work with kids and families to locate and fund adult supervised co-curricular activities.

Commissioner Lucachick wanted to stress the value of this pilot project as well as the need to monitor it's development and make sure funds were not being used for any administrative purposes.

A motion was made by Commissioner Lucachick and seconded by Commissioner Fairbanks, to approve funding the pilot project for at-risk youth, as submitted, with the understanding that no monies were to be used administratively. Unanimously carried.

Approved Pharmacy Discount Card Program

Commissioner Lucachick stated, for the record, that even though the Thrifty White Pharmacy discount card has been approved by the County Board, anyone can bring a discount card proposal to the Board. There is no cost to the county or its citizens to provide this service.

COMMISSIONERS' BUSINESS

Legislative/Lobbying Issues

- Commissioner Vene mentioned the upcoming Oct. 19 AMC district meeting, where they will be discussing the MAGIC Act.
- Commissioner Frost noted the upcoming Redistricting Meeting to be held in the Board Room by the State.

Commissioners' Reports

- Commissioner Lucachick reported on the Kitchigami Regional Library and the renewal of services contract on the horizon. Administrator Murphy will put together a future work session agenda item for the discussion on setting the level of funding Beltrami County wishes to support.

Review Upcoming Meeting Schedule

Next regular meeting of the County Board will be October 4, 2011, in the Board Room of the County Administration Building.

MEETING ADJOURNMENT

A motion to adjourn the Board meeting at 5:36 p.m. was made by Commissioner Fairbanks, seconded by Commissioner Frost, and unanimously carried.

Joe Vene, Chair

Tony Murphy, County Administrator

TRANSCRIPT OF THE PROCEEDINGS

**OF THE BELTRAMI COUNTY BOARD OF COMMISSIONERS
October 4, 2011**

The Beltrami County Board of Commissioners met in regular session on September 6, 2011, 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 Jack Frost, Quentin Fairbanks, and Jim Lucachick were present. County Commissioner District 3 seat is vacant.

GENERAL COMMENTS - BOARD CHAIR

None.

CITIZENS ADDRESSING THE BOARD

None.

APPROVAL OF AGENDA

The following items were added to the Consent Agenda:

- Approval of Certification of Commercial Delinquent accounts for Solid Waste Management
- Approval to withdraw from MN Rural Counties Caucus (MRCC)

The Following item was added to the Regular Agenda:

- Approval of 2012 Preliminary Budget for Kitchigami Regional Library

GENERAL BUSINESS

Approved Agenda and Amendments

A motion to approve the Agenda and Amendments was made by Commissioner Frost, seconded by Commissioner Fairbanks, 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 September 20, 2011, and the Minutes of the Board of Commissioners Regular Meeting held September 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 Easement for Otter Tail Power Company

The Board, by adoption of its Consent Agenda, approved the Otter Tail Power Company easement to cross County lands, 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 Resolution Accepting 'Towards Zero Death' Grant

The Board, by adoption of its Consent Agenda, approved the Resolution to accept a Towards Zero Death grant from MN Dept of Public Safety:

Be it resolved that Beltrami County Sheriff's Office and Safe Neighborhoods Team enter into

a grant agreement with the Minnesota Department of Public Safety, for traffic safety projects during the period from October 1, 2011 through September 30, 2012.

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 Sheriff's Office and to be the fiscal agent and administer the grant.

Approval of Certification of Delinquent Commercial Accounts for Solid Waste Management

The Board, by adoption of its Consent Agenda, approved the Certification of Delinquent Commercial Accounts for Solid Waste, as submitted.

Approval to Withdraw from MN Rural Counties Caucus (MRCC)

The Board, by adoption of its Consent Agenda, approved the withdrawal of Beltrami County from the MN Rural Counties Caucus (MRCC).

REGULAR AGENDA

Fill One Casual Bailiff Position

A motion was made by Commissioner Lucachick, and seconded by Commissioner Frost, to fill one casual Bailiff Position. Unanimously carried.

Fill Two Account Tech II Positions in Health & Human Services
Health & Human Services Finance Division Director, Deb Steigauf, presented the request to fill two Account Tech II Positions.

A motion was made by Commissioner Frost, and seconded by Commissioner Fairbanks, to fill two Account Tech II positions in Health & Human Services. Unanimously carried.

Resolution to Accept New Rognlien Park Fishing Pier from MN DNR
John Winter, from Natural Resource Management Department, presented the information and answered questions from the Board regarding the fishing pier donated to Rognlien Park by the MN DNR.

WHEREAS, the Natural Resource Management (NRM) Department manages Rognlien Park for Beltrami County and,

WHEREAS, NRM follows the Beltrami County Recreational Facilities Plan (Plan) adopted by the Beltrami County Board on January 8, 2008 and,

WHEREAS, the Plan identifies a fishing pier as a Phase I major improvement for Rognlien Park and,

WHEREAS, the Minnesota Department of Natural Resources (DNR) is committed to help Beltrami County provide an accessible fishing pier that increases fishing opportunities especially to meet the needs of children, elderly, people with disabilities, and those without a boat and,

WHEREAS, Beltrami County and the DNR have determined a fishing pier on Grant Lake in Rognlien Park is of high priority under the state public water access program and,

WHEREAS, the DNR agrees to deliver and help install a fishing pier at Rognlien Park by June 2012 and,

NOW, THEREFORE, BE IT RESOLVED, the Beltrami County Board authorizes NRM to accept delivery of a new 54-foot fishing pier, at no cost, from the MN DNR for Rognlien Park and to enter into a 25-year cooperative maintenance agreement with the DNR.

A motion was made by Commissioner Frost, and seconded by Commissioner Fairbanks, to approve the Resolution accepting the Rognlien Park Fishing Pier from MN DNR. Unanimously carried.

Award Bids for BASC, NRM and Veterans Service Remodel Projects
Facilities Management Director, Steve Shadrick, presented the bids and breakdown for the BASC, NRM and Veterans Service Remodel projects.

A motion was made by Commissioner Lucachick, and seconded by Commissioner Fairbanks to accept the bid from the apparent low bidder, Diversified Builders, in the amount of \$83,260, which includes Alternate #1, as submitted. Unanimously carried.

Kitchigami Regional Library Funding

A motion was made by Commissioner Lucachick, and seconded by Commissioner Frost, to approve funding of the Kitchigami Regional Library at the Maintenance of Effort amount of \$265,162.00. Carried unanimously by roll call vote.

COMMISSIONERS' BUSINESS

Legislative/Lobbying Issues

- Commissioner Vene reported on the upcoming market value homestead credit impacts meeting hosted by the Chamber of Commerce on Oct.13.

Commissioners' Reports

- Commissioner Frost reported on the upcoming meeting regarding citizens with disabilities issues sponsored by ARC.
- Commissioner Vene reported on his attendance at the Civil Air Patrol banquet.

Review Upcoming Meeting Schedule

Next regular meeting of the County Board will be October 18, 2011, 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 Fairbanks, seconded by Commissioner Frost, and unanimously carried.

Joe Vene, Chair

Tony Murphy, County Administrator

**TRANSCRIPT OF THE PROCEEDINGS
OF THE BELTRAMI COUNTY BOARD OF COMMISSIONERS**

October 18, 2011

The Beltrami County Board of Commissioners met in regular session on September 6, 2011, 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 Jack Frost, Quentin Fairbanks, and Jim Lucachick were present. County Commissioner District 3 seat is vacant.

GENERAL COMMENTS - BOARD CHAIR

None.

CITIZENS ADDRESSING THE BOARD

None.

APPROVAL OF AGENDA

The following items were added to the Consent Agenda:

- Approval of Resolution of Support to Lakeland Public Television
- Approval to Appoint Representatives to PrimeWest Employee Health Insurance Task Force

GENERAL BUSINESS

Approved Agenda and Amendments

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

Approved Consent Agenda

A motion to approve the Consent Agenda was made by Commissioner Frost, seconded by Commissioner Fairbanks, 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 4, 2011, and the Minutes of the Board of Commissioners Regular Meeting held October 4, 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 Liquor License/Concordia Language Village and Set-up License/Rogers Campground, Kelliher

The Board, by adoption of its Consent Agenda, approved the Liquor License for Concordia Language Village for the remainder of 2011 and all of 2012 and approved the Set-up License for Rogers Campground, as submitted.

Approved Attendance to Transportation Research Board

The Board, by adoption of its Consent Agenda, approved the attendance of the Highway Engineer, Bruce Hasbargen, to the Transportation Research Board Conference in Washington D.C., 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 of Support to Lakeland Public Television

The Board, by adoption of its Consent Agenda, approved the Resolution of Support for the development and construction of a facility for Lakeland Public Television in Bemidji:

WHEREAS, Lakeland Public Television (LPTV), a community licensed public television station located on the campus of Bemidji State University (BSU) in Bemidji, MN has successfully offered public

broadcasting services to resident in all of North central and Northwestern Minnesota; and

WHEREAS, such outstanding broadcasting has been provided for over thirty-one (31) years from LPTV's campus location at BSU, but LPTV has outgrown the limited space of the BSU campus facilities, including the HVAC and electrical service capacity needed to service the current LPTV equipment; and

WHEREAS, LPTV has purchased a building lot in the City of Bemidji's South Shore Development at the corner of 1st Street East and Grant Avenue; and

WHEREAS, LPTV is now in a position to pursue a new facility building construction project and has initiated a capital fundraising campaign.

NOW, THEREFORE, BE IT RESOLVED, the Beltrami County Board of Commissioners hereby expresses full support for the fundraising efforts of LPTV for a new facility building project in the City of Bemidji's South Shore Development.

Approved Appointment of Representatives to PrimeWest Employee Health Insurance Task Force

The Board, by adoption of its Consent Agenda, approved the appointment of Commissioner Vene and Administrator Murphy to the PrimeWest Employee Health Insurance Task Force and Commissioner Fairbanks as the alternate.

REGULAR AGENDA

Promotion of Current Employee to Sergeant/Supervisor Position and Fill Sergeant Position

Sheriff Hodapp, presented information on the retirement of the current Sergeant/Supervisor and the plan to reassign and fill the Deputy Position vacancy.

A motion was made by Commissioner Lucachick, and seconded by Commissioner Frost, to promote a current deputy into the position of Sergeant/Supervisor and re-assign the current Recreation Deputy to the Field Opps Deputy position. Unanimously carried.

Fill Three Casual/Seasonal Deputy Positions to work Boat & Water Safety, ATV and Snowmobile Enforcement

A motion was made by Commissioner Fairbanks, and seconded by Commissioner Lucachick, to post externally and fill three Casual/Seasonal Deputy Positions to work Boat & Water Safety, ATV and Snowmobile Enforcement (Recreational Deputy). Unanimously carried.

Fill One Part Time Records Tech Position

Sheriff Hodapp explained the need for a part-time Records Tech to fill the vacant full time position until the LETG system is fully integrated. At that time it can be determined if the position can take on duties from civil process and evidence room processing.

A motion was made by Commissioner Lucachick, and seconded by Commissioner Fairbanks, to fill one part-time Records Tech Position. Unanimously carried.

Veterans Service Office Reorganization

As discussed previously, the current Veterans Services Director, Julie Harris, will voluntarily resign her position and be hired as the Assistant Veteran Services Officer, a new position. The County will seek applicants for the vacated Veterans Service Officer with a revised and updated job description which will include responsibilities in taking advantage of Grant opportunities.

A motion was made by Commissioner Fairbanks, and seconded by Commissioner Frost, to proceed with reorganization of the Veteran Services Department, hire the current Veterans Service Officer as the Assistant Veteran Services Officer and post to fill the new Veterans Service Officer Position. Unanimously carried.

Contract Amendments for Residential Services to Adults with Mental Illness

Health & Human Services Social Services Division Director, Diane Boben, presented the contract amendments for Residential Services to Adults with Mental Illness - Proper Notice of Termination Services.

A motion was made by Commissioner Lucachick, and seconded by Commissioner Frost, to approve the contract amendments for Residential Services to Adults with Mental Illness to address proper notice of termination of services. Unanimously carried.

COMMISSIONERS' BUSINESS

Legislative/Lobbying Issues

- Commissioner Vene notified Board of AMC District II Meeting

Commissioners' Reports

- Commissioner Lucachick requested November Agenda item to discuss impact of Board decision to support MOE Services from Kitchigami Regional Library.
- Commissioner Vene reported on the progress of establishing a veterans home in the Bemidji area.

Review Upcoming Meeting Schedule

Next regular meeting of the County Board will be October 25, 2011, 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 Lucachick, seconded by Commissioner Frost, and unanimously carried.

Joe Vene, Chair

Tony Murphy, County Administrator

**TRANSCRIPT OF THE PROCEEDINGS
OF THE BELTRAMI COUNTY BOARD OF COMMISSIONERS
November 1, 2011**

The Beltrami County Board of Commissioners met in regular session on November 1, 2011, at the Roosevelt Community Center, 25053 Debs Rd NW, Pinewood, Minnesota.

CALL TO ORDER, ROLL CALL AND PLEDGE OF ALLEGIANCE

Chair Joe Vene called the meeting to order at 5:00 p.m. Commissioners Jack Frost, Quentin Fairbanks, and Jim Lucachick were present. County Commissioner District 3 seat is vacant.

GENERAL COMMENTS - BOARD CHAIR

Chair Vene expressed appreciation to Roosevelt Township for hosting the County Board meeting.

CITIZENS ADDRESSING THE BOARD

None.

APPROVAL OF AGENDA

The following items were added to the Regular Meeting Agenda:

- Allocation of Red Lake Game Funds to Kelliher Thrift and Gift
- Approval of Resolution Establishing the Beltrami County Guidelines and Procedures for the Minnesota Government Data Practices Act

GENERAL BUSINESS

Approved Agenda and Amendments

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

Approved Consent Agenda

A motion to approve the Consent Agenda was made by Commissioner Fairbanks, 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 18, 2011, and the Minutes of the Board of Commissioners Regular Meeting held October 18, 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 Liquor, 3.2 Beer, Set-up and Pawn License Renewals

The Board, by adoption of its Consent Agenda, approved the license renewals for liquor, 3.2 beer, set-up and pawn, as submitted.

Approved Host County Contract for Northwestern Minnesota Juvenile Center

The Board, by adoption of its Consent Agenda, approved the Host County Contract for Northwestern Minnesota Juvenile Center, as submitted.

Approved Office Lease with PATH

The Board, by adoption of its Consent Agenda, approved the office lease with PATH for 652 sf on the first floor of the Historic Courthouse, as submitted.

Approved Office Lease with State of Minnesota Department of Labor and Industry

The Board, by adoption of its Consent Agenda, approved the office lease with MN Department of Labor and Industry in the Community Service Center, as submitted.

Approved HRA submittal for Small Cities Development Program Grant Application

The Board, by adoption of its Consent Agenda, authorized the Housing and Redevelopment Authority (HRA) to submit a Small Cities Development Program Grant Application to the MN Department of Employment & Economic Development for low and moderate housing rehabilitation.

Approved Final Pay Vouchers for SAP 004-650-002 (CSAH 50, CR 305 & CR 507)

The Board, by adoption of its Consent Agenda, approved the final pay vouchers for Project SAP 004-640-002 providing grading,

aggregate base and bituminous surfacing on CSAH 50, CR 205 and CR 507, 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 Child Protection Social Worker Position

Jeff Lind, Social Services Division Director, submitted the request to fill one full-time Child Protection Social Worker due to a resignation. Mr. Lind discussed the current case load of social workers and the need to fill the vacancy.

A motion was made by Commissioner Frost and seconded by Commissioner Fairbanks to fill one full-time Child Protection Social Worker. Unanimously carried.

New 2012 Market Price for Municipal Solid Waste

Environmental Services Director, Bill Patnaude presented the new 2012 Market Price for Municipal Solid Waste Resolution.

WHEREAS, MS Ch. 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 property tax statements; and

WHEREAS, the political subdivision will be liable for any Solid Waste Management Tax (SWMT) based only on the Market Price identified by Resolution; and

WHEREAS, Market Price is defined in State Statute as the "lowest price available in the area"; and

WHEREAS, Beltrami County has researched and identified 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 \$37.92 per ton, based upon the lowest price available in the area. Beltrami County's identified Market Price includes both the cost per ton-mile 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. This fee is in effect for the Contract period 2012-2014.

A motion was made by Commissioner Fairbanks and seconded by Commissioner Frost to approve the Resolution to set the market price for municipal solid waste for the contract period 2012-2014. Unanimously carried.

Public Hearing: Revocation of a Portion of County Road 500

Roosevelt Township would like to take over ownership and maintenance of a small portion of Co. Rd 500. Prior to the proposed reversion, a turnaround was constructed at the proposed end of the County Road. Approval of the resolution, as submitted, is required to complete the road revocation:

Authorization to Revoke a Portion of County Road 500 to
Roosevelt Township

WHEREAS: Roosevelt Township has expressed interest in taking over jurisdiction and maintenance of the most westerly edge of County Road 500 to where it currently ends.

WHEREAS: Beltrami County no longer requires this section of roadway in order to maintain the remaining right of way and roadway.

WHEREAS: Minnesota Statutes 163.11, provides for the revocation and reversion of a county road to a township.

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 Roosevelt Township, as provided by Minnesota Statutes 163.11, subd. 5:

THAT PART OF BELTRAMI COUNTY ROAD NUMBER 500
WITHIN THE PLAT OF *CLEARWATER VIEW*

That part of Beltrami County Road Number 500 as dedicated to the public on the plat of *CLEARWATER VIEW*, according to the recorded plat thereof on file and of record in the office of the Beltrami County Recorder, which lies westerly of the following described line: Commencing at the most westerly extents of said Beltrami County Road Number 500 on the north line of Lot 1, Block 1, said *CLEARWATER VIEW*; thence easterly along the north line of said

CLEARWATER VIEW a distance of 130.00 feet to the point of beginning of the line to be described; thence southerly at a right angle to said north line to the intersection with the north line of said Lot 1 and there terminating.

THAT PART OF BELTRAMI COUNTY ROAD NUMBER 500 WITHIN SECTION 6,
T.149N., R.35W.

That part of the right of way of Beltrami County Road Number 500 lying northerly of the South line of Section 6, Township 149 North, Range 35 West, Beltrami County, Minnesota and westerly of the following described line: Commencing at the most westerly extents of said Beltrami County Road Number 500 on the north line of Lot 1, Block 1, CLEARWATER VIEW, according to the recorded plat thereof on file and of record in the office of the Beltrami County Recorder; thence easterly along the north line of said CLEARWATER VIEW and the south line of said Section 6 a distance of 130.00 feet to the point of beginning of the line to be described; thence northerly at a right angle to said north line of CLEARWATER VIEW a distance of 33 feet, more or less, to the intersection with the northerly right of way line of said Beltrami County Road Number 500 and there terminating.

Chair Vene opened the Public Hearing.

County Highway Engineer explained that the request came from the adjoining property owner. Roosevelt Township has expressed support for the ownership transfer.

There being no further public comments, Chair Vene closed the public hearing.

A motion was made by Commissioner Fairbanks and seconded by Commissioner Frost to approve the Resolution authorizing Beltrami County to revoke a portion of County Road 500 to Roosevelt Township. Unanimously carried.

Allocation of Red Lake Game Funds to Kelliher Thrift and Gift

Commissioner Fairbanks explained that Kelliher Thrift and Gift, a non-profit entity, is remodeling a portion of the Old Kelliher School. Kelliher Thrift and Gift has requested \$5,230 from the Red Lake Game Fund to complete the project. Commissioner Fairbanks recommended that the request be approved by the County Board.

A motion was made by Commissioner Lucachick and seconded by Commissioner Fairbanks to allocate \$5,230 from the Red Lake Game Fund to Kelliher Thrift and Gift, as requested. Unanimously carried.

Approval of Resolution Establishing the Beltrami County Guidelines and Procedures for the Minnesota Government Data Practices Act

County Attorney Faver distributed and reviewed an updated county policy for complying with county public data requested. Attorney Faver explained that all Minnesota counties must adopt by resolution these kinds of policies and he expressed his opinion that the proposed update will meet the requirements of state statute. Further, County Attorney Faver asked that the resolution clarify that the policy can be updated administratively to reflect any County Board adopted changes to the fee schedule or changes in key personnel who may be listed as a responsible authority. Mr. Faver responded to questions from the County Board.

BELTRAMI COUNTY GUIDELINES AND PROCEDURES FOR THE MINNESOTA
GOVERNMENT DATA PRACTICES ACT

WHEREAS, Minnesota State Statutes require Minnesota counties to establish guidelines and procedures for compliance with the Minnesota Government Data Practices Act.

NOW, THEREFORE, BE IT RESOLVED, the Beltrami County Board of Commissioners hereby adopts the Beltrami County Guidelines and Procedures for the Minnesota Government Data Practices Act, and further authorizes the County Administrator to amend from time to time the list of responsible individuals as made necessary by changes in personnel, and to amend the schedule of fees if approved by the County Board as part of any revision to Beltrami County's general service fee schedule.

A motion was made by Commissioner Frost and seconded by Commissioner Lucachick to approve a Resolution Establishing the Beltrami County Guidelines and Procedures for the Minnesota Government Data Practices Act. Unanimously carried.

COMMISSIONERS' BUSINESS
Legislative/Lobbying Issues

None.

Commissioners' Reports

Commissioner Vene announced a November 10th local government redesign gathering that will be held in Bemidji

Commissioner Vene noted the receipt of a letter from the Minnesota Rural Counties Caucus (MRCC)

Commissioner Vene reminded the Board of the AMC Annual Conference in December

Commissioner Lucachick commented that the November 15th County Board meeting will provide an opportunity to discuss Kitchigami Regional library issues

Commissioner Lucachick updated the County Board on Joint Economic Development Commission (JEDC) activities and their Development Fund grant request

Commissioner Frost reported on issues raised during the Minnesota Congress of Minnesota Resorts annual Conference

Review Upcoming Meeting Schedule

Next regular meeting of the County Board will be November 15, 2011, in the Board Room of the County Administration Building.

MEETING ADJOURNMENT

A motion to adjourn the Board meeting at 5:40 p.m. was made by Commissioner Fairbanks, seconded by Commissioner Lucachick, and unanimously carried.

Joe Vene, Chair

Tony Murphy, County Administrator

**TRANSCRIPT OF THE PROCEEDINGS
OF THE BELTRAMI COUNTY BOARD OF COMMISSIONERS
November 15, 2011**

The Beltrami County Board of Commissioners met in regular session on November 15, 2011, 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 Jack Frost, Quentin Fairbanks, and Jim Lucachick were present. County Commissioner Elect, Richard Anderson.

GENERAL COMMENTS - BOARD CHAIR

Commissioner Vene turned the floor over to Auditor/Treasurer, Kay Mack, for the swearing in of the newly elected Commissioner District 3 representative, Richard Anderson.

Commissioner Vene presented Mardy Karger from Paulbunyan Broadcasting, with an award of appreciation for outstanding journalism and service to Beltrami County.

CITIZENS ADDRESSING THE BOARD

None.

APPROVAL OF AGENDA

The following item was added to the Consent Agenda:

- Approval to Fill One Full-Time Highway Maintenance II Position

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 Fairbanks, 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 November 1, 2011, as submitted. The Commissioners Work Session was cancelled.

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 Amended Lease Agreement for Office Space in the Lakeside Services Building

The Board, by adoption of its Consent Agenda, approved the short-term sub-lease with Devin Larson for unoccupied space in the Lakeside Service Center as the county moves out and until December 31, 2011 when the County's lease with Randy Johnson ends. Mr. Larson's lease with Beltrami County will commence on November 15 and terminate on December 31, 2011.

Approved Larry Jaycox Wetland Banking Application

The Board, by adoption of its Consent Agenda, approved the Technical Evaluation Panels' review and recommendation for approval of the Wetland Banking Application of Larry Jaycox, as submitted.

Approved Final Pay Voucher SAP 004-623-026

The Board, by adoption of its Consent Agenda, approved the Final Pay Vouchers for Project SAP 004-623-026, 3.5 miles of CSAH 23 and bridge deck rehabilitation on Bridge 04508, as submitted.

Approved MN Family Investment Program (MFIP) Biennial Service Plan

The Board, by adoption of its Consent Agenda, approved the MN Family Investment Program (MFIP) Biennial Service Plan for the time period January 1, 2012 through December 31, 2013, as submitted.

Approved Contract with Bi-County CAP for Distribution of MFIP Emergency Assistance

The Board, by adoption of its Consent Agenda approved the contract with BI-County CAP for distribution of MFIP emergency assistance funds to qualified Beltrami County residents, as submitted.

Approved Biennial Vulnerable Children and Adults Act Service Plan for 2012-2013

The Board, by adoption of its Consent Agenda, approved the Biennial Vulnerable Children and Adults Act Service Plan for 2012-2013, 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 & 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 Filling One Full-Time Highway Maintenance II Position

The Board, by adoption of its Consent Agenda, approved filling one Full-Time Maintenance II Position that occurred due to a recent vacancy, as submitted.

REGULAR AGENDA

Fill Vacant Part-Time Male Corrections Officer Position

Sheriff Phil Hodapp presented the request to fill one Part-Time Male Corrections Officer Position that occurred due to a recent vacancy, as submitted.

A motion was made by Commissioner Fairbanks, and seconded by Commissioner Lucachick, to fill one part-time male Corrections Officer Position. Unanimously carried.

PERA Phased Retirement Request to continue One Account Tech II Position

On July 6, 2010 Beltrami County Board passed a proposal for PERA's Phased Retirement Option. With this, retirees are able to continue part-time employment postretirement with their current employer. An Account Tech II is scheduled to retire in January of 2012. Debra Steigauf, Finance Division Director of Health & Human Services presented the request that she be allowed to continue working postretirement through the PERA Phased Retirement Option.

A motion was made by Commissioner Frost, and seconded by Commissioner Anderson, to approve the PERA Phased Retirement Option Request to continue one Account Tech II Position post retirement. Unanimously carried.

Tax Forfeited Land Sale Resolution

Natural Resource Management Director, Richard Moore, presented the tax forfeited land sale Resolution which includes the list of 36 parcels for auction in 2012.

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 at the time of the purchase. Special assessments and the appraised price of any standing timber or timber products must be paid for in cash at the time of the sale; and 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 sales shall be held in 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: \$3,000 After assessments: Total: \$3,000	3	

Lands for Sale				
Parcel Number	Description, township and comments/notes		Appraisal and Special Assessments	Comm District
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: \$7,500 After assessments: 0 Total: \$7,500	3
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 Appraised: \$3,000 After assessments: \$4,794.29 Total: \$7,794.29	1
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 Didn't sell the last two land sales (2003 and 2007)	Before assessments: 0 Appraised: \$3,000 After assessments: 0 Total: \$3,000	1
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: \$500 After assessments: 0 Total: \$500	4
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: \$1,000 After assessments: 0 Total: \$1,000	3
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	3
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: \$500 After assessments: 0 Total: \$500	1
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: \$500 After assessments: 0 Total: \$500	1
15.00173.00	W½ of SE¼ of NE¼ Sec Twp Rng 08 146 34	Grant Valley 20 deeded acres	Before assessments: 0 Appraised: \$20,000 After assessments: 0 Total: \$20,000	3
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: \$2,000 After assessments: 0 Total: \$2,000	3
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: \$2,500 After assessments: 0 Total: \$2,500	3
To be determined	100' R-O-W strip of land lying between parcel 31.00693.00, and formerly described as "a strip of land one hundred (100) feet in	Northern Township; selling this parcel will consolidate parcel	Before assessments: 0 Appraised: \$500 After assessments: 0	5

Lands for Sale				
Parcel Number	Description, township and comments/notes		Appraisal and Special Assessments	Comm District
	width, known as the Minneapolis, Red Lake and Manitoba Railway right-of-way running in a general northerly and southerly direction" (Deed Book of Record No. 111 – Beltrami County, Page 344 Sec Twp Rng 30 147 33	31.00693.00 into one contiguous parcel. This R-O-W divides this parcel in half and is of no use to Beltrami County. This parcels falls within the purview of the Greater Bemidji Joint Planning Board	Total: \$500	
Proposed division of: 31.00025.00	Parcel description would be arrived from proposed division description Sec Twp Rng 02 147 33	Northern Township NRM Department proposing Division of parcel (reflected by black triangular piece on Land Transaction Review); The proposed divided parcel is ~ ± 8.30 acres; falls within the purview of the Greater Bemidji Joint Planning Board	Before assessments: 0 Appraised: \$5,000 After assessments: 0 Total: \$5,000	5
40.00093.00	S½ of NW¼ Sec Twp Rng 15 153 32 Forfeited 12-6-2006	Shotley Township	Before assessments: 0 Appraised: \$30,000 After assessments: \$6,720.10 Total: \$36,720.10	4
46.00161.00	S½ of NW¼ of NW¼ of SW¼ Sec Twp Rng 12 146 31	Ten Lake Township 5 deeded acres Ten Lake Township has zoning	Before assessments: \$690 Appraised: \$1,000 After assessments: 0 Total: \$1,000	1
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: \$2,000 After assessments: 0 Total: \$2,000	1

Lands for Sale				
Parcel Number	Description, township and comments/notes	Appraisal and Special Assessments	Comm District	
46.00100.11	<p>THAT PART OF LOT 3 LYING S'RLY & E'RLY OF A LINE DESC AS FOLL COMM AT NE CORNER OF SAID LOT 3, THENCE S00°02'54"E, ASSUMED BEARING, ALONG E LINE OF SAID LOT 3 - 500.15' TO PT OF BEG OF LINE TO BE DESC, THENCE S88°32'25"W, PAR WITH N LINE OF SAID LOT 3 - 547.77', THENCE S02°01'07"E - 607.50', THENCE S41°33'23"W - ABOUT 163 FT TO SHORELINE OF LAKE ANDRUSIA, & SAID LINE THERE TERMINATING FORFEITED 8-26-09 (2003 NH)</p> <p>Sec Twp Rng 08 146 31</p>	Ten Lake Township	<p>Before assessments: 0 Appraised: \$60,000 After assessments: 0 Total: \$60,000</p>	1
46.00368.02	<p>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 ...</p> <p>Sec Twp Rng 30 146 31</p>	<p>Ten Lake Township 5.1 deeded acres Ten Lake Township has zoning</p>	<p>Before assessments: 0 Appraised: \$2,000 After assessments: 0 Total: \$2,000</p>	1
47.00039.00	<p>Lot 5 W of HY S of Enright Brook (?), N of County Beltrami Campsite less parcel 40</p> <p>Sec Twp Rng 04 148 33</p>	<p>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</p>	<p>Before assessments: 0 Appraised: \$4,000 After assessments: 0 Total: \$4,000</p>	5
80.01545.00	<p>Lot 003 Block 015 Third Addition to Bemidji</p> <p>Sec Twp Rng 09 146 33</p>	<p>City of Bemidji Substandard parcel/offer private auction/sealed bid</p>	<p>Before assessments: \$5,094.23 Appraised: \$1,100 After assessments: 0 Total: \$1,100</p>	2
80.01745.00	<p>BAILEY'S ADDITION TO BEMIDJI Lot 3 Block 4</p> <p>Sec Twp Rng 08 146 33</p>	City of Bemidji	<p>Before assessments: 0 Appraised: \$3,600 After assessments: \$7,219 Total: \$10,819</p>	2
80.01749.00	<p>Lot 008 Block 004 Bailey's Addition to Bemidji</p> <p>Sec Twp Rng 08 146 33</p>	<p>City of Bemidji; this parcel has heavy special assessments against it; however there has been active discussion of acquiring the parcel through private auction (nonstandard lot) – falls within the purview of the Greater Bemidji Joint Planning Board</p>	<p>Before assessments: 0 Appraised: \$1,500 After assessments: \$5,887 Total: \$7,387</p>	2

Lands for Sale				
Parcel Number	Description, township and comments/notes		Appraisal and Special Assessments	Comm District
80.02393.00	Lot 010 Block 003 Henderson's Second Addition Sec Twp Rng 15 146 33 Forfeited 9-14-10	City of Bemidji 617 Lake Ave NE Bemidji, MN 56601	Before assessments: 86.88 Appraised: \$2,500 After assessments: 0 Total: \$2,500	2
80.02394.00	Lot 011 Block 003 Henderson's Second Addition Sec Twp Rng 15 146 33 Forfeited 9-14-10	City of Bemidji 617 Lake Ave NE Bemidji, MN 56601	Before assessments: \$950.92 Appraised: \$40,000 After assessments: 0 Total: \$40,000	2
80.03359.00	WHITE'S ADDITION TO BEMIDJI Lot 6 Block 1 N½ of E½ of Lot 6 less E 25' Sec Twp Rng 08 146 33	City of Bemidji 602 14 th St NW	Before assessments: 0 Appraised: \$1,400 After assessments: 0 Total: \$1,400	2
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: \$5,000 After assessments: \$650 Total: \$5,650	4
82.00007.00	NW¼ of NE¼ W of Kelliher Branch of M & I less Hwy Sec Twp Rng 25 150 30	City of Funkley	Before assessments: 0 Appraised: \$100 After assessments: 0 Total: \$100	4
82.00022.00	Plat of Funkley Lot 8 Block 3 Sec Twp Rng 25 150 30	City of Funkley	Before assessments: 0 Appraised: \$100 After assessments: 0 Total: \$100	4
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	4
82.00037.00	Plat of Funkley Lots 11 & 12 Block 5 Sec Twp Rng 25 150 30	City of Funkley	Before assessments: 0 Appraised: \$100 After assessments: 0 Total: \$100	4
82.00038.00	Plat of Funkley Lots 4 & 5 Block 6 Sec Twp Rng 25 150 30	City of Funkley	Before assessments: 0 Appraised: \$100 After assessments: 0 Total: \$100	4
82.00038.01	Plat of Funkley Lots 1, 2 & 3 Block 6 Sec Twp Rng 25 150 30	City of Funkley	Before assessments: 0 Appraised: \$100 After assessments: 0 Total: \$100	4
82.00042.00	Plat of Funkley Lots 18-22 Block 6 Sec Twp Rng 25 150 30	City of Funkley	Before assessments: 0 Appraised: \$100 After assessments: 0 Total: \$100	4

Lands for Sale				
Parcel Number	Description, township and comments/notes		Appraisal and Special Assessments	Comm District
87.00097.00	WILTON Lot 4 Block 6 Sec Twp Rng 33 147 34	City of Wilton Substandard/private auction/sealed bid? First offered to City of Wilton in 2007	Before assessments: 0 Appraised: \$400 After assessments: 0 Total: \$400	3

A motion was made by Commissioner Fairbanks, and seconded by Commissioner Frost, to approve the Resolution for Tax Forfeited Land Sales in 2012. Unanimously carried.

2012 Kitchigami Regional Library Budget Update

Commissioner Lucachick opened the discussion with some background information and introduction for Marion Ridge of the Kitchigami Regional Library System.

Ms Ridge reviewed the 8 Options for Beltrami County Service Reductions that Kitchigami has presented. These options all reflected the full \$45,000 reduction to meet the State's minimum maintenance of effort requirement. She indicated that if the County wanted their service agreement to take effect on January 1, they would need to make a decision tonight so that the Kitchigami Board could prepare their budget in time to meet its deadline.

Paul Erickson, Library Director, presented the Board with a letter from Cindy Ebberhart of the ISD 31 Community Education Program which states strong support for no reduction in the budget for the Kitchigami Library System and that all areas of service and operation are essential to the citizens of Beltrami County at their current level.

The Board stressed that they were in no way against the library, but the current economic times and conditions require budget tightening in all areas of operation, including the library system.

A motion was made by Commissioner Lucachick, and seconded by Commissioner Fairbanks to reduce the budget for the Kitchigami Regional Library System by \$15,000 for the year 2012 and consider further cuts in the future. Unanimously carried by roll call vote: Frost, Fairbanks, Vene and Lucachick - Yes. Commissioner Anderson abstained.

COMMISSIONERS' BUSINESS

Committee Assignments

Discussion on Committee Assignments was not finalized during the Work Session. Final Committee Assignments for 2012:

District 1: Commissioner Jack Frost

Committees:	Meeting Date & Time
Alternate on any Committee, Board or Commission	As Needed
Association of Minnesota Counties	As Needed
Beltrami County Board of Health	1 st & 3 rd Tuesday of Month During County Board Meeting
Beltrami County Human Services Committee	1 st & 3 rd Tuesday of Month During County Board Meeting
Bemidji Area Chamber of Commerce	As Needed
Bemidji Leads!	As Needed
Blackduck EMS Joint Powers Board	3 rd Thursday @ noon
Cass Lake Fire Association	As Needed
E-911 Committee	As Needed
Bemidji Regional Airport Authority Board	3 rd Wednesday of Month @ 5:00 p.m.
Mississippi Headwaters Board	3 rd Friday of Month @ 9:00 a.m.
Mississippi River Parkway Commission	As Needed
Parks & Trails Advisory Committee	As Needed
Planning Commission	4 th Monday of Month
Paul Bunyan Transit Joint Powers Board	3 rd Wednesday of Month @ 3:30 p.m.
Regional Radio Advisory Board (Alternate)	As Needed
State and Federal Legislative Activities	As Needed
Veteran Services Advisory Committee	As Needed

District 2: Commissioner Joe Vene

Committees:	Meeting Date & Time
Alternate on any Committee, Board or Commission	As Needed
Association of Minnesota Counties	As Needed
Beltrami CHS Advisory Committee	As Needed
Beltrami County Board of Health	1 st & 3 rd Tuesday of Month During County Board Meeting
Beltrami County Human Services Committee	1 st & 3 rd Tuesday of Month During County Board Meeting
Community Health Services Advisory Committee	3 rd Thursday of Month
County Emergency Operations Committee	As Needed
County Public Defender Committee	As Needed
Criminal Justice Committee	As Needed
HRDC Board	3 rd Thursday of Month
Joint Ditch Board	As Needed
Joint Powers Natural Resource Board (Alternate)	3 rd Monday of Month
Land Exchange Committee	As Needed
Land of the Dancing Sky Area Agency on Aging	1 st Thursday of Month @ 11:00 a.m.
Law Library Committee	Annually (January)
Long Term Care Advisory Committee	As Needed
North County CHS Advisory Committee	3 rd Wednesday of Month @ 10:00-noon
Joint Law Enforcement Center Board	As Needed
Northwest Juvenile Center Board	Monday after 3 rd Thursday @ 3:00 p.m.
Personnel Committee	As Needed
Beltrami HRA	2 nd Tuesday of Month @ 4:00 p.m.
PrimeWest Health System	As Needed
Regional Radio Advisory Board	As Needed
State & Federal Legislative Activities	As Needed
Veteran Services Advisory Committee	As Needed
Veterans Home Task Force	As Needed

District 3: Commissioner Richard Anderson

Committees:	Meeting Date & Time
Alternate on any Committee, Board or Commission	As Needed
Association of Minnesota Counties	Annually & As Needed
Beltrami County Board of Health	1 st & 3 rd Tuesday of Month During County Board Meeting
Beltrami County Human Services Committee	1 st & 3 rd Tuesday of Month During County Board Meeting
Kitchigami Regional Library Board	3 rd Thursday of Month @ 7:00 p.m. (9 times/year)
BiCAP Housing	1 st Thursday, every other month
County Extension Committee	Bi-Monthly as needed
Fair Board	3 rd Monday of Month @7:00 p.m.
DWI Court Steering Committee (alternate)	As Needed
Joint Airport Commission (alternate)	3 rd Wednesday of Month @ 5:00 p.m.
Beltrami Health & Human Services Advisory Committee	
Paul Bunyan Transit Joint Powers Board	3 rd Wednesday of Month @ 3:30 p.m.

District 4: Commissioner Quentin Fairbanks

Committees:	Meeting Date & Time
Alternate on any Committee, Board or Commission	As Needed
Association of Minnesota Counties	Annually & As Needed
Beltrami County Board of Health	1 st & 3 rd Tuesday of Month During County Board Meeting
Beltrami County Human Services Committee	1 st & 3 rd Tuesday of Month During County Board Meeting
Bemidji Area Race Relations Council	3 rd Monday of Month
Bi County CAP	2 nd Thursday of Month @ 6:00 p.m.
Blackduck Ambulance	3 rd Thursday
Ditch Committees	2 nd Monday of Month
Joint Powers Natural Resource Board	3 rd Monday of Month
Bemidji Youth Hockey Committee	1 st Thursday of Month
Local Water Quality Board	2 nd Week of Each Quarter (Jan, April, July, October)
Pine Tree Park Joint Powers	As Needed
PrimeWest Health (Alternate)	As Needed
Red Lake Game Fund Committee	As Needed
Red River Basin Joint Powers Board	3 rd Thursday of Month, every other month
State & Federal Legislative Activities	As Needed
Veterans Home Task Force (Alternate)	As Needed

District 5: Commissioner Jim Lucachick

Committees:	Meeting Date & Time
Alternate on any Committee, Board or Commission	As Needed
Beltrami County Board of Health	1 st & 3 rd Tuesday of Month During County Board Meeting
Beltrami County Human Services Committee	1 st & 3 rd Tuesday of Month During County Board Meeting
Bemidji Regional Airport Authority Board	3 rd Wednesday of Month @ 5:00 p.m.
Ditch Committees (Alternate)	As Needed
Hope House Board	3 rd Wednesday of Month @ 12:00 p.m.
JEDC	3 rd Friday of Month @ 7:30 p.m.
LAC (Mental)	1 st Tuesday
County Extension Committee	Bi-Monthly or as needed
Parks & Trails Advisory Committee	As Needed
Polk County Incinerator Advisory Board - Alternate	As Needed
State & Federal Legislative Activities	As Needed
Veterans Home Task Force	As Needed
DWI Court Steering Committee	As Needed

Legislative/Lobbying Issues

None.

Commissioners' Reports

- Commissioner Frost will be attending a Mississippi Parkway Committee Meeting

Review Upcoming Meeting Schedule

Next regular meeting of the County Board will be November 29, 2011, in the Board Room of the County Administration Building.

MEETING ADJOURNMENT

A motion to adjourn the Board meeting at 6:23 p.m. was made by Commissioner Lucachick, seconded by Commissioner Frost, and unanimously carried.

Joe Vene, Chair

Tony Murphy, County Administrator

**TRANSCRIPT OF THE PROCEEDINGS
OF THE BELTRAMI COUNTY BOARD OF COMMISSIONERS
November 29, 2011**

The Beltrami County Board of Commissioners met in regular session on November 29, 2011, 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 Jack Frost, Quentin Fairbanks, Richard Anderson and Jim Lucachick were present.

GENERAL COMMENTS - BOARD CHAIR

Commissioner Vene commented on the "Why Treaties Matter" exhibition that is currently on display in the Board Room.

CITIZENS ADDRESSING THE BOARD

None.

APPROVAL OF AGENDA

The following item was added to the Consent Agenda:

- Approval of Development Fund Grant Requests

GENERAL BUSINESS

Approved Agenda and Amendments

A motion to approve the Agenda and Amendments was made by Commissioner Frost, seconded by Commissioner Fairbanks, 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 November 15, 2011, and the Minutes of the Board of Commissioners Regular Meeting held November 15, 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 Con-Con Grant Recommendations

The Board, by adoption of its Consent Agenda, approved payment of \$54,190 in Consolidated Conservation (Con-Con) area grants for 2012, as recommended by the funding committee.

Approved 2011 Apportionment Resolution

The Board, by adoption of its Consent Agenda, approved the 2011 Apportionment Resolution:

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 2011 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 65 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, 15% 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.

Approved Bemidji Area Archery Club Lease

The Board, by adoption of its Consent Agenda, approved the 2012 Bemidji Archery Club Lease, as submitted.

Approved the ACS Tax & Computer Aided Mass Appraisal System Ratification Statement

The Board, by adoption of its Consent Agenda, approve the ACS Tax & Computer Aided Mass Appraisal System (CAMAUSA) Ratification Statement, Maintenance and Support Agreement for January 1, 2012 through December 31, 2016.

Approved Contract Revision with Bi-County CAP for Distribution of MFIP Emergency Assistance

The Board, by adoption of its Consent Agenda, approved the contract revision with Bi-County CAP for distribution of MFIP emergency assistance funds to qualified Beltrami County residents, as submitted.

Approved Development Fund Grant Requests

The Board, by adoption of its Consent Agenda, approved Development Fund Grants Requests in the amount of \$71,600 as follows:

Beltrami County Agricultural Association	\$35,000
Beltrami County Historical Association	\$ 7,000
Blackduck History & Arts	\$ 4,600
Joint Economic Development Commission	\$15,000
Paul Bunyan Playhouse	\$10,000

REGULAR AGENDA

Authorization to Fill Vacancies in H&HS Income Maintenance Unit
Implementation of the case banking business model in the Health & Human Services Income Maintenance Unit, as approved by the County Board in March of 2011, requires filling some vacancies in staffing.

Health & Human Services, Economic Assistance Director, John Pugleasa, presented information to the Board and answered questions on the status of the new case banking business model.

A motion was made by Commissioner Frost, and seconded by Commissioner Anderson, to fill positions necessary to complete the staffing plan for the case banking business model in the Income Maintenance Unit. Unanimously carried.

Fill Two Full-Time PHN/RN Positions to serve PrimeWest Members
Public Health Nursing Division Director, Linda Yourczek, presented the request to fill two vacancies for full time PHN or RN positions to provide case management to PrimeWest members.

A motion was made by Commissioner Frost, and seconded by Commissioner Anderson, to fill two PHN/RN Positions to provide case management to PrimeWest members. Unanimously carried.

Public Hearing: 2012 Beltrami County Budget

As required by law, the Beltrami County Board of Commissioners will accept public comment on the Proposed 2012 Beltrami County Budget.

Commissioner Vene opened the Public Hearing at 6:00 p.m.

County Assessor, Duane Ebbighausen, explained changes made by the State Legislature to the Market Value Homestead Credit and the new valuation exclusion. Mr. Ebbighausen also explained the relationship between valuations, credits, tax rates and tax levies on property taxes. The County Assessor offered to meet with anyone who had property valuation questions.

Chairman Vene invited anyone present who wished to speak to the 2012 Proposed County Budget. No one expressed a desire to speak.

Chair Vene closed the public hearing at 6:06 p.m.

COMMISSIONERS' BUSINESS

Legislative/Lobbying Issues

None.

Commissioners' Reports

- Commissioner Lucachick reported on the recent Kitchigami Library Board meeting.

Review Upcoming Meeting Schedule

Next regular meeting of the County Board will be December 20, 2011, in the Board Room of the County Administration Building.

MEETING ADJOURNMENT

A motion to adjourn the Board meeting at 6:07 p.m. was made by Commissioner Fairbanks, seconded by Commissioner Lucachick, and unanimously carried.

Joe Vene, Chair

Tony Murphy, County Administrator

**TRANSCRIPT OF THE PROCEEDINGS
OF THE BELTRAMI COUNTY BOARD OF COMMISSIONERS
December 20, 2011**

The Beltrami County Board of Commissioners met in regular session on December 20, 2011, 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 Jack Frost, Quentin Fairbanks, Richard Anderson, and Jim Lucachick were present.

GENERAL COMMENTS - BOARD CHAIR

None.

CITIZENS ADDRESSING THE BOARD

None.

APPROVAL OF AGENDA

There are no additions or corrections to the agendas.

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 November 29, 2011, and the Minutes of the Board of Commissioners Regular Meeting held November 29, 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 Special Assessment to Parcel 39.00200.00

The Board, by adoption of its Consent Agenda, approved the certification of special assessments of \$58.31 to Parcel 39.00200.00, as submitted.

Approved Special Assessment to Parcel 31.01715.00

The Board, by adoption of its Consent Agenda, approved the certification of special assessments of \$3,775.47 to Parcel 31.01715.00 for environmental clean-up, as submitted.

Approved Modifications to Records Retention Schedule

The Board, by adoption of its Consent Agenda, approved modifications made to the Records Retention Schedule pertaining to records of the License Center and the Auditor-Treasurer's Office, as submitted.

Approved Job Evaluation Ratings for Veteran Services Officer and Assistant Veteran Services Officer Positions

The Board, by adoption of its Consent Agenda, approved the job evaluation ratings that place the Veteran Services Officer position in pay grade 14 and the Assistant Veteran Services Officer position in pay grade 9, as submitted.

Approved HRDC Contract for GIS Services

The Board, by adoption of its Consent Agenda, approved the contract for Beltrami County to provide minimal GIS services to HRDC, as submitted.

Approved Common Interest Community Plat for Rogers Campground Cooperative

The Board, by adoption of its Consent Agenda, approved the Planning Commission's recommendation for approval of Conditional Use Permit and CIC Plat for Rogers Campground Cooperative, as submitted.

Approved Northstar Materials Wetland Conservation Act Application

The Board, by adoption of its Consent Agenda, approved the Northstar Materials Wetland Conservation Act Application for

compensation at the rock quarry in Kelliher Township, as submitted.

Approved Consumer Scale Agreement between Beltrami County and Savanna Pallets

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

Approved 2012 Forest Development Activities

The Board, by adoption of its Consent Agenda, approved the Natural Resource Management Department to advertise for Forest Development bids for 2012 activities, as submitted.

Approved Highway Policies and Updates

The Board, by adoption of its Consent Agenda, approved the policies for Aggregate Stabilization, Signing and Striping and Snow and Ice Control, as submitted.

Approved Resolution and Agreement with MN DOT

The Board, by adoption of its Consent Agenda, approved the Resolution and Agreements with MN/DOT in order for them to continue as the County's agent in applying for Federal funds on construction projects:

BE IT RESOLVED: that pursuant to Minnesota Statute 161.36, the Commissioner of Transportation be appointed as Agent of Beltrami County to accept as its agent, federal aid funds which may be made available for eligible transportation related projects,

BE IT FURTHER RESOLVED: the Chairman and the Auditor are hereby authorized and directed for and on behalf of the County to execute and enter into an agreement with the Commissioner of Transportation prescribing the terms and conditions of said federal aid participation as set forth and contained in "Minnesota Department of Transportation Agency Agreement No. 00004", a copy of which said agreement was before the County Board and which is made a part hereof by reference.

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.

REGULAR AGENDA

Fill One Part-Time Communications Officer Position

Sheriff Hodapp and Communications Supervisor Beryl Wernberg, presented the request to fill a part-time Communications Officer Position.

A Motion was made by Commissioner Lucachick, and seconded by Commissioner Anderson, to fill one part-time Communications Officer Position. Unanimously carried

Fill One Full-Time Corrections Officer Position

Sheriff Hodapp, explained that due to a resignation, Beltrami County Jail is requesting to fill one full-time Corrections Officer Position and any subsequent vacancies that may occur.

A Motion was made by Commissioner Anderson, and seconded by Commissioner Frost, to fill one full-time Corrections Officer Position and any subsequent vacancies. Unanimously carried.

Fill One Full-Time Assistant Auditor Position

Kay Mack, Auditor/Treasurer is requesting to fill one full-time Assistant Auditor Position due to the retirement of Becky Hagel (Murphy). Becky as worked for the County in the Auditor's Officer for 30 ½ years and will be greatly missed. The Board acknowledged and recognized Ms Hagel's contribution to the County.

A Motion was made by Commissioner Frost, and seconded by Commissioner Anderson, to fill one full-time Assistant Auditor Position and any subsequent vacancies. Motion carried 4/1. Commissioner Lucachick voting No, Commissioners Frost, Fairbanks, Vene and Anderson voting Yes.

Contract Amendments for Mental Health Services - Hope House and Upper Mississippi Mental Health Center

Diane Boben, Social Services Division Director, presented the Contract Amendments for Mental Health Services for Hope House

and Upper Mississippi Mental Health Center to provide funds from Region 2 Adult Mental Health Initiative (state dollars) to meet county obligation to meet maintenance of effort requirements in spending.

A Motion was made by Commissioner Fairbanks, and seconded by Commissioner Lucachick, to approve Contract Amendments for Mental Health Services at Hope House and Upper Mississippi Mental Health. Unanimously carried.

Public Hearing: 2012 Beltrami County Fee Schedule

Commissioner Vene Opened the public hearing to accept comment on the proposed 2012 County Fee Schedule.

No one from the audience addressed the Board.

Commissioner Vene closed the Public Hearing.

WHEREAS the Beltrami County Board of Commissioners held a Public Hearing on December 20, 2011, 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 2012 Beltrami County Fee Schedule.

A Motion was made by Commissioner Anderson, and seconded by Commissioner Frost, to approve the 2012 Beltrami County Fee Schedule and Resolution. Unanimously carried.

Public Hearing: Capital Improvement Plan

Commissioner Vene Opened the public hearing to accept comment on the proposed 2012 Capital Improvement Plan.

No one from the audience addressed the Board.

Commissioner Vene closed the Public Hearing.

WHEREAS the Beltrami County Board of Commissioners held a Public Hearing on December 20, 2011, 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 2012-2017 Beltrami County Capital Improvement Plan.

A Motion was made by Commissioner Lucachick, and seconded by Commissioner Anderson, to approve the 2012 Beltrami County Capital Improvement Plan and Resolution. Unanimously carried by roll call vote.

Resolution to Establish 2012 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 (including AMC Policy Committees)
Beltrami CHS Advisory Committee
Beltrami Health & Human Services Advisory Committee
Beltrami HRA
Bemidji Area Chamber of Commerce
Bemidji Area Race Relations Council
Bemidji Leads
Bemidji Regional Airport Authority Board
Bemidji Youth Hockey Committee
Bi County CAP
BiCAP Housing
Blackduck Ambulance
Blackduck EMS Joint Powers Board
Cass Lake Fire Association
Community Health Services Advisory Committee
County Emergency Operations Committee
County Extension Committee
County Public Defender Committee
Criminal Justice Committee
Ditch Committees
DWI Court Steering Committee
E-911 Committee
Fair Board
Hope House Board
Household Hazardous Waste Advisory Board

HRDC Board
Joint Ditch Board
Joint Economic Development Commission (JEDC)
Joint Law Enforcement Center Board
Joint Powers Natural Resource Board
Joint Powers Natural Resource Board (Alternate)
Kelliher Old School
Kitchigami Regional Library Board
LAC (Mental)
Land Exchange Committee
Land of the Dancing Sky Area Agency on Aging Board
Land of the Dancing Sky Area Agency on Aging (Local Committee)
Law Library Committee
Long Term Care Advisory Committee
Mississippi Headwaters Board
Mississippi River Parkway Commission
North County CHS Advisory Committee
Northwest Juvenile Center Board
Parks & Trails Advisory Committee
Paul Bunyan Transit Joint Powers Board
Personnel Committee
Planning Commission
Polk County Incinerator Advisory Board
PrimeWest Health System
Red Lake Game Fund Committee
Red River Basin Joint Powers Board
Regional Radio Advisory Board
State & Federal Legislative Activities
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.

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, 2012 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 Frost, and seconded by Commissioner Fairbanks, to approve the 2012 Commissioner Salary and Per Diem Payments Resolution. Unanimously carried by roll call vote.

It was duly noted that each Commissioner will remain at his own current rate of pay.

Resolution Adopting 2012 Expenditure Budget and 2012 Property Tax Levy

BE IT RESOLVED that the Beltrami County Board of Commissioners do hereby set the final 2012 Expenditure Budget as follows:

	2009	2010	2011	2012
Expenditures	Actual	Actual	Budget	Budget
General Government	8,680,361	8,845,803	9,111,033	9,135,427
Public Safety	7,961,536	8,044,290	8,172,524	8,347,944
Highway & Streets	8,574,032	9,695,358	8,706,172	15,630,918
Sanitation	3,156,233	3,207,598	3,372,598	3,382,479
Human Services	16,976,264	16,844,850	17,545,391	17,137,892
Health	2,527,242	2,182,144	2,245,990	2,223,689
Culture & Recreation	1,184,458	965,658	1,010,211	1,082,971
Conservation	1,516,382	1,467,516	1,424,300	1,339,592
Economic Development	592,972	308,637	315,203	286,229
Capital Outlay	79,884	160,211	280,000	250,000
Debt Service	1,990,986	2,021,840	1,993,709	2,010,530
Total Expenditures	53,240,350	53,743,905	54,177,131	60,827,671

BE IT FURTHER RESOLVED that the Beltrami County Board of Commissioners do hereby set the final 2012 property tax levy as follows:

	Actual	Actual	Budget	Proposed
Regular Levies (Operations):	2009	2010	2011	2012
Revenue Fund Levy	6,838,536	7,466,840	7,635,040	8,240,040
Human Services Levy	5,681,451	5,465,000	5,419,126	5,419,126
Road & Bridge Levy	2,090,269	2,173,186	2,107,347	2,107,347
Total Regular Levies	14,610,256	15,105,026	15,161,513	15,766,513
Special Levies (Debt Service):				
PERA Increase Levy	39,500	39,500	39,500	39,500
Jail Debt Service Levy	128,547	300,000	0	0
Development District Levy	145,373	0	0	0
LEC Debt Service Levy	350,663	300,000	350,000	330,000
Judicial Ctr Debt Service Levy	297,793	280,000	350,000	350,000
CSC Debt Service Levy	261,898	450,000	450,000	450,000
CAB Debt Service Levy	542,835	500,000	550,000	550,000
Total Special Levies:	1,766,609	1,869,500	1,739,500	1,719,500
Total Levy	16,376,865	16,974,526	16,901,013	17,486,013

A motion was made by Commissioner Frost, and seconded by Commissioner Fairbanks to approve the 2012 Expenditure Budget

and 2012 Property Tax Levy. Carried 4/1 by roll call vote. Commissioner Lucachick voting No; Commissioners Frost, Fairbanks, Vene and Anderson voting Yes.

COMMISSIONERS' BUSINESS

Legislative/Lobbying Issues

- All Commissioners who attended the Annual AMC Conference gave updates on their respective participation.

Commissioners' Reports

- Commissioner Lucachick reported that Upper Mississippi Mental Health has now fully implemented a Mental Health Transportation program.
- Commissioner Lucachick reported on the Kitchigami Regional Library meeting.

Review Upcoming Meeting Schedule

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

MEETING ADJOURNMENT

A motion to adjourn the Board meeting at 5:47 p.m. was made by Commissioner Lucachick, seconded by Commissioner Fairbanks, and unanimously carried.

Joe Vene, Chair

Tony Murphy, County Administrator