

A G E N D A

COOK COUNTY BOARD OF COMMISSIONERS

REGULAR MEETING COURT HOUSE, GRAND MARAIS, MN SEPTEMBER 13, 2016

Please note that all times are estimated and changes of times could occur during the meeting.

- | | | |
|-----------|----|---|
| 8:30 a.m. | 1. | Call meeting to order
Pledge of Allegiance
Make adjustment to agenda |
| | 2. | PUBLIC COMMENT PERIOD: Opportunity for citizens to appear before the County Board. |
| | 3. | Consent Agenda items: Action as a whole.
A. Claims
B. Cook County Board minutes for August 9 & 16, 2016
C. Network Switch Replacement. Rena Rogers
D. Airport Grant Agreement for A/D Building. Braidy Powers
E. Authorization to advertise for winter maintenance for Service Districts.
David Betts
F. Community Center Board of Trustees. Diane Booth |
| 8:45 a.m. | 4. | Rena Rogers, IS & Communication Director
Rowan Watkins, Radio Communications Analyst
A. Tower Facilities Request Policy. Action |
| 8:55 a.m. | 5. | Kathy Sullivan
A. International Day of Peace, September 21, 2016. Action |
| 9:05 a.m. | 6. | Scott Harrison
A. EDA Request to Purchase Lots-Workforce Housing. Action |
| 9:15 a.m. | 7. | Pat Eliassen, Sheriff
Jim Wiinanen, EMS Director
A. Requirement for Emergency Action Plan for events. Action |
| 9:20 a.m. | 8. | David Betts, County Engineer/Ag Inspector
A. Final payment, SP 016-070-013. Action |
| 9:30 a.m. | | B R E A K |

- 9:45 a.m. 9. Jeff Cadwell, Administrator
 A. County Assessor. Action
 B. County Emergency Manager. Action
 C. Highway Department Out of Class Appointments. Action
 D. Administrator Update. Information
 E. Budget Update. Information
- 10:45 a.m. 10. Employee Concerns
 Commissioner Concerns
 A. Commissioner Reports
 B. Meetings to note
 C. Meeting updates
 D. WTIP interview on 9/14/2016: Commissioner Doo-Kirk
- 11:00 a.m. 11. Correspondence – Memos:
 A. Arrowhead Library Board letter re: Appointee. Action.
 B. Cook County Tennis Assoc. Letter re: Thank you. Information.
 C. Notice of Commission Meeting Sept. 15, 2016. Information.
 D. Housing & Community Dialogue meeting Sept., 19, 2016.
 Information.
 E. Overlook Cook County Historical Society flyer. Information.
 F. Cook County Historical Society Board materials. Information.
 G. Letter from County Attorney to Mr. Fitzpatrick. Information.

A D J O U R N

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NOTE: Sept. 19, 2016 there is a meeting of the Housing & Community Dialogue. This is not a formal meeting of the Cook County Board of Commissioners. However, a quorum of the Cook County Commissioners may possible be in attendance. It is at the North House Folk School – The Red Building.

September Anniversaries:	Years:	Department:
Mongan, Lindy	23	Maintenance/Courthouse
Watkins, Rowan	4	IS
Rexrode, Melissa	3	LEC
Kimball, Janean	37	PHHS
Eliassen, Pat	21	LEC
DeBoer, Andrea	3	PHHS
Smith, Michael	23	Recycle
Schliep, Kelly	2	R&B

**MINUTES OF THE REGULAR MEETING OF THE COOK COUNTY BOARD OF
COMMISSIONERS**

Grand Marais, Minnesota
August 9, 2016

The Board met in regular session this 9th day of August, 2016, at the Courthouse in Grand Marais, Minnesota.

The meeting was called to order at 8:30 a.m. with the following members present: Commissioners Doo-Kirk, Gamble, Moe, Storlie, and Sivertson. Absent: None. Also present were, County Administrator Jeff Cadwell, Auditor-Treasurer Braidy Powers, County Attorney Molly Hicken, and Office Support Specialist Bev Wolke.

County Board Chair Doo-Kirk led the Commissioners in reciting the Pledge of Allegiance.

Motion was made by Gamble, seconded by Storlie, and carried by unanimous vote to approve the agenda for the meeting as presented.

No citizens appeared for the Public Comment portion of the meeting.

The Board considered the consent agenda consisting of numerous items that the Board may approve as a whole. County Board Chair Doo-Kirk asked if any Commissioner wanted to remove any items from the consent agenda. Commissioner Gamble requested pulling items # D.

- A. Claims
- B. Cook County Board Minutes for July 12, 19 & 26, 2016
- C. Travel Authorization for Planning Commission

Motion was made by Sivertson, seconded by Moe, and approved to accept the consent agenda, including the adoption of the following resolution:

RESOLUTION # 2016-58

BE IT RESOLVED, that the following claims totaling \$52399.80 having been audited and found to be true and correct claims against Cook County, are approved and the Auditor-Treasurer is hereby authorized to draw warrants in payment of said claims:

Revenue Fund

Arrowhead Regional Corrections	24,007.67
Booth/Diane	366.88
Citi Lites	54.00
Cook County Food Shelf	3,172.00
Dalco	370.26
Danielson/Candace	320.00
Essentia Health	144.93
G & G Septic LLC	480.00
Galls Incorporated	429.15
Good Measure Media	600.00
Gopher State One Call	5.40
Grand Marais Auto Parts	373.91
Grand Marais Motors Inc	196.66
Isbell/Rebecca	231.66
Johnsons Foods	239.49
Lawson Products Inc	96.81
M R Sign Co Inc	910.69
MN D A R E Officers Assn	200.00
MN Dept Of Labor & Industry	50.00

MN Police & Peace Officers Assn	200.00
Moe/Frank	129.60
Monson/Jeanne	143.00
My Brothers Place Auto Repair LLC	696.02
North Shore Waste	23.40
Phil's Garage Door Service	1,869.75
RELX Inc DBA Lexis Nexis	1,586.20
RT Vision Inc	4,788.00
Second Harvest Northern Lakes Food Bank	3,432.44
Skillsoft	4,749.90
Smith/Todd	306.48
Stark Rainwater Harvesting	1,038.36
Storlie/Virginia	374.76
T A S C	220.35
Tire And Auto Lodge	63.96
Watkins/Rowan	528.07

Commissioner Gamble asked for clarification on consent Item #D, RLF Loan Bergeron: Agreements & Note. Motion was made by Gamble, seconded by Moe, and carried by unanimous vote to authorize execution of a Revolving Loan Fund Loan Agreement between Cook County, Basecamp Bungalows LLC, and its guarantor and approve form of promissory note and guaranty agreement related to the revolving loan fund loan to Basecamp Bungalows LLC in the amount of \$50,000.

Braidy Powers, Auditor-Treasurer, appeared before the Board to review the three funding sources of 2016 Federal State-In-Lieu annual payments.

Powers presented the 2nd Quarter 2016 General Fund Budget Report. Motion was made by Gamble, seconded by Storlie, and carried by unanimous vote to approve the 2nd Quarter 2016 General Fund Budget Report.

Powers presented a resolution for the 2017 Cook County Veterans Service Officer Grant in the amount of \$7,500.00. Commissioner Moe moved the adoption of the following resolution and upon seconding by Commissioner Sivertson was adopted by unanimous yeas vote of all members present:

RESOLUTION #2016-59

2017 Cook County Veterans Service Officer Grant

BE IT RESOLVED by the Cook County Board of Commissioners that the County enter into the attached Grant Contract with the Minnesota Department of Veterans Affairs (MDVA) to conduct the following Program: County Veterans Service Office Operational Enhancement Grant Program.

The grant must be used to provide outreach to the county's veterans; to assist in the reintegration of combat veterans into society; to collaborate with other social service agencies, educational institutions, and other community organizations for the purposes of enhancing services offered to veterans; reduce homelessness among veterans; and to enhance operations of the county veterans service office, as specified in Minnesota Laws 2013 Chapter 142 Article 4. This Grant should not be used to supplant or replace other funding.

BE IT FURTHER RESOLVED by the County Board that Braidy Powers, the Cook County Auditor-Treasurer, and Heidi Doo-Kirk, the Cook County Board Chair, be authorized to execute the attached Grant Contract for the above-mentioned Program on behalf of the County.

Powers requested a Commissioner volunteer for the Canvassing Board on Thursday, August 11, 2016, at 1:00 p.m. in the Commissioners Room. Motion was made by Gamble, seconded by Storlie, and carried to by unanimous vote to approve Commissioner Moe to participate in the Election Canvassing Board.

Jeff Cadwell, County Administrator, appeared before the Board to explain the Personnel Policy related to split class employment, saying he recommends that language be added that specifies that

employees working more than one part time job with the County, who are regularly scheduled to work full time hours, would accrue steps on each of the jobs annually rather than hourly. Pat Strand who has been working for three years at 20 hours a week in Public Health and Human Services and 20 hours a week as a Veteran's Service Officer, has been accruing at an hourly rate. Cadwell explained that Strand is not considered a part time employee and should have received her step increases on an annual and not hourly basis. Motion was made by Moe, seconded by Gamble, and carried to by unanimous vote to approve the payroll change for Pat Strand to C41-1 Step 5 effective August 5, 2016.

Cadwell along with Tim Nelson, Planning Director/Solid Waste Officer, recommended supporting a change in the name of the Planning & Zoning Department to the Land Services Department. Cadwell explained that this change would reflect the fact that this office currently provides services beyond the scope of Planning & Zoning, and by doing the proposed change would also include a Land Commissioner/Parks Director position be included into the department. Nelson presented a Cook County potential Land Services Department functional areas organizational chart, which showed the functional rolls of each of the department sections: Environmental Health; Solid Waste and Recycling; Secretary; Planning & Zoning; and Land Commissioner. Nelson stated the change would also reflect an international shift away from the regulation and permitting of Planning & Zoning to a more customer service orientated work model. Cadwell stated that to budget the position would included terminating a position in the Assessor's Office, which has to date been on office of four, would instead become an office of three.

Cadwell then recommended the Board approve the job description for Land Commissioner/Parks and Trail Director. Motion was made by Moe, seconded by Gamble, and carried to by unanimous vote to approve the job description for Land Commissioner/Parks and Trail Director at the classification C42-2 and the Board authorize the posting of a vacancy to be filled for this position, including terminating a position in the Assessor's Office.

Cadwell introduced EDA President Howard Hedstrom and EDA Director Mary Somnis. Hedstrom presented a letter directed to Cliff Knettel, Deputy Director of One Roof Community Housing which states the workforce housing has been identified as the number one challenge to economic development in Cook County. Discussion centered around the \$175,000 in local matching funds between the County, City of Grand Marais and Economic Development Authority, that is needed as part of the financing package for an owner occupied housing project in Grand Marais. Motion was made by Doo-Kirk, seconded by Sivertson, and carried by the following vote to approve a letter of support for up to \$175,000 in local matching funds for the One Roof Housing project. Ayes: Doo-Kirk, Sivertson, and Storlie. Nays: Gamble and Moe.

Cadwell presented a resolution in support of US Bike Route 41. Commissioner Doo-Kirk moved the adoption of the following resolution and upon seconding by Commissioner Moe was adopted by unanimous yea vote of all members present:

RESOLUTION #2016-60

To Develop and Implement U.S. Bicycle Route 41

WHEREAS, bicycle tourism is a growing industry in North America, presently contributing approximately \$47 billion dollars a year nationally to the economies of communities that provide facilities for said tourism; and

WHEREAS, the American Association of State Highway and Transportation Officials (AASHTO) has designated a corridor connecting Saint Paul, to Grand Portage State Park, via Duluth, to be developed as United States Bike Route 41; and

WHEREAS, the Minnesota Department of Transportation has convened several public open houses, and offered online public comment opportunities throughout the corridor to gather information and review route alternatives; and

WHEREAS, the Minnesota Department of Transportation in cooperation with road and trail authorities have proposed a specific route to be designated as United States Bike Route 41, a map of which is herein incorporated into this resolution by reference; and

WHEREAS, the proposed United States Bike Route 41 traverses through Cook County and is expected to provide a benefit to local residents and businesses; and

WHEREAS, the Minnesota Department of Transportation will continue to maintain statewide mapping and information regarding United States Bike Route 41, convene meetings and facilitate resolving issues and future alignment revisions within the State,

WHEREAS, the County has duly considered said proposed route and determined it to be a suitable route through the County and desire that the route be formally designated so that it can be appropriately mapped and signed, thereby promoting bicycle tourism locally and throughout Minnesota along the corridor.

NOW THEREFORE IT IS HEREBY RESOLVED that Cook County hereby expresses its approval and support for the development of United States Bike Route 41 and requests that the appropriate government officials take action to officially designate the route accordingly as soon as possible.

Cadwell recommended an out of class appointed for Lisa Sorlie, Highway Department Accountant as she has been picking up the office slack in the absence of Russell Klegstad, Maintenance Supervisor, and the vacancy of the Assistant Engineer position. Motion was made by Moe, seconded by Doo-Kirk, and carried to by unanimous vote to approve the out of class appointed for Lisa Sorlie, Highway Department Accountant, from C42-1 Step 5 to C43-1 Step 5, retroactive to the beginning of Russell Klegstad's Leave of Absence.

Jim Wiinanen, Emergency Management Director, and Molly Hicken, County Attorney, appeared before the Board to discuss a new Memorandum of Agreement that will be need to be executed when the new Director of Emergency management begins employment, because the Memorandum of Agreement specifically names the employee to act as a liaison. Motion was made by Moe, seconded by Gamble, and carried to by unanimous vote to authorize execution of the State of Minnesota Joint Powers Agreement and a Memorandum of Agreement in which the County agrees to provide an employee to act as a liaison between MN DNR and the County for purposes of managing major forest fires incidents, in exchange for compensation to the County for each week of assignment and the Memorandum of Agreement with the MN DNR in which the County agrees to provide an employee to act as a liaison between the County and the MN Incident Command System.

Commissioner Sivertson expressed concern regarding the July 26, 2016, Interim Use Permit motion approving Cazier Properties LLC leasing land to Positive Energy Outdoors, a 501©3 corporation whose goal is to establish a recreational facility for youth at risk. Sivertson's concern is the FAR 1 zoning and how it is designated regarding the number of sled dogs allowed. Doo-Kirk is going to request the Planning Commission review the FAR 1 zoning.

Commissioner Moe stated for the camera that he would like constituents to communicate with their Commissioners regarding the Transportation Tax Public Hearing on August 15, 2016, at 6:00 p.m..

Commissioner Gamble reported that he would attend the WTIP interview on August 10, 2016.

Correspondence – Memos:

- A. Thank you from Birch Grove Community School
- B. MCIT Announcement.
- C. Letter from MN State Demographic Center.
- D. Cook County Historical Society Meeting Materials.
- E. Cook County/Grand Marais Joint EDA meeting Materials.
- F. Flyer - Fall Policy Conference.
- G. Save the Date. AMC Annual Conference Dec. 5 - 6, 2016

County Attorney Molly Hicken requested the Board close the regular session, to review the Lock Down procedure. Commissioner Gamble made a motion, seconded by Commissioner Storlie, to close the regular session and to open a closed session to review the Lock Down procedure.

Commissioner Gamble made a motion, seconded by Commissioner Sivertson, to close the closed session at 11:20 a.m. and to re-open the regular session. Motion was approved unanimously. No action was taken.

There being no further business, motion was made and carried that the meeting be adjourned at 11:20 a.m.

HEIDI DOO-KIRK, Chair

ATTEST: **BRAIDY POWERS**
Auditor-Treasurer

MINUTES OF THE REGULAR MEETING OF THE COOK COUNTY BOARD OF COMMISSIONERS

Grand Marais, Minnesota
August 16, 2016

The Board met in regular session this 16th day of August, 2016, at the Courthouse in Grand Marais, Minnesota.

County Board Chair Doo-Kirk led the Commissioners in reciting the Pledge of Allegiance at 10:30 am. Present: Commissioner Sivertson, Doo-Kirk, Gamble, Moe, and Storlie. Absent: Office Support Specialist Bev Wolke. Also present were Attorney Molly Hicken, Administrator Jeff Cadwell, and Auditor-Treasurer Powers.

Motion was made by Commissioner Gamble and seconded by Commissioner Storlie to approve the agenda as amended.

No citizens were present for the public comment portion of the meeting.

The Board considered the consent agenda consisting of numerous items that the Board may approve as a whole. County Board Chair Doo-Kirk asked if any Commissioner wanted to remove any items from the consent agenda.

Consent Agenda items: Action as a whole.

A. Claims

B. 2016 PC Replacements

Motion was made by Moe, seconded by Gamble, and carried by unanimous vote to accept the above items, including the adoption of the following resolution,

RESOLUTION # 2016-61

BE IT RESOLVED, that the following claims totaling \$ 477,256.02 having been audited and found to be true and correct claims against Cook County, are approved and the Auditor-Treasurer is hereby authorized to draw warrants in payment of said claims:

	<u>Revenue Fund</u>
A-1 Disposal	217.79
AmeriPride Services	42.44
Arrowhead Pharmacy	39.50
Blue Water Cafe LLC	1,099.74
Bucks Hardware Hank	73.58
C D W Government	446.35
Centurylink	51.75
Chateau Leveaux Owners Assoc	19,095.29
City Auto Glass	419.85
Cook County Home Center	544.06
Cook County News Herald Inc	2,130.64
D J Smith Trucking	2,425.00
D S C Communications	230.00
Dalco	461.42
Ekstrom/Leah C	343.20
Eliassen/Donn Erik	220.00
Gamble/Garry	678.19
Grand Marais Auto Parts	9.69
Graybar Inc	104.36
Holiday Inn St Cloud	589.70
Jamar Company/The	1,949.00
Lake County Sheriff	5,100.00
LeSueur County Sheriff	1,000.00

M A C O - Kirk Peysar, Treasurer	300.00
Mille Lacs County Jail	1,499.57
MN Counties Intergov't Trust	300.00
MN Sheriff's Assn	275.00
Nelson Machine Products LLC	1,008.00
Newegg Inc	139.98
North Shore Superior Pest Management	175.00
P S T C	399.00
Peterson/Howard	5,500.00
Sawtooth Mountain Clinic	207.00
Sivertson/Judy	155.85
Superamerica	5.49
Tire And Auto Lodge	20.00
Viking Plumbing & Heating	428.67
Watkins/Rowan	16.74
Weitz/Timothy	75.00
Wireless Broadband Services	3,487.50
<u>Road & Bridge</u>	
Centurylink	39.26
<u>Airport</u>	
Bucks Hardware Hank	26.70
G & G Septic LLC	290.00
R S & H, Inc	55,000.00
<u>YMCA</u>	
Duluth Area Family YMCA	6,993.10
<u>Golf Course Fund 39</u>	
Superior National at Lutsen	4,836.36
<u>Soil & Water</u>	
Cook County Home Center	44.30
<u>Road & Bridge Bills</u>	
11774 Al's Metal Work, Inc.	354.25
14118 Braun Intertec Corporation	8,638.50
80230 Bucks Hardware Hank	76.82
13806 C C P Industries Inc	391.62
11552 Charlie Sawyer	12.00
13865 Cook County Home Center	225.85
80014 Cook County News Herald Inc	177.00
13823 Diamond Mowers Inc	6,331.26
11734 Envirotech Services, Inc.	140,045.26
11555 Erickson Engineering Co LLC	4,444.50
11733 Fastenal Company	518.33
127179 Firstlab	95.90
14835 G & K Services	124.11
13314 Grainger Inc	168.92
81458 Grand Marais Auto Parts	30.22
11740 Higgins, Westley	12.00
13037 Isak Hansen True Value	49.89
14030 Jamar Company/The	6,865.88
14817 K G M Contractors Inc	164,825.00
L H B Engineers & Architects Inc	2,316.75
Lawson Products Inc	196.57
M R Sign Co Inc	3,557.85
Midwest Division-PetroChoice	5,376.94
Mike Rose Excavating	180.00

Northern Engine & Supply Inc	127.79
Nuss Truck & Equipment	473.41
Pernat/Joe	12.00
RT Vision Inc	3,500.00
Snap On Tools	324.40
Sonju Two Harbors LLC	120.90
Steve's Sports & Auto	129.99
Swearingen/Shawn	24.00
Titan Machinery and Rentals	7,710.00
Tools Unlimited	619.60
Towmaster	254.44
Wallner/Jim	450.00

IS & Communication Director Rena Rogers appeared before the board to solicit input on a proposed policy to manage radio tower requests. She presented a draft tower facilities request policy, tower facilities request form, and radio communications towers program vision, the result of meetings of the radio towers working group since June 2016. There was no action taken by the board.

Planning and Zoning Director Tim Nelson appeared before the board with a request to change the name of the current Planning and Zoning Department to Land Services, including the authorization of the administrative costs to implement the name change. The impetus for this request, Nelson explained, was the creation of a new Land Commissioner/Parks and Trails Director position. Motion was made by Doo-Kirk, seconded by Moe and carried to rename Planning and Zoning to Land Services.

Land Services Director Nelson then presented a request to authorize out-of-state travel for David Demmer to attend a conference devoted to issues related to the new trails and land commissioner functions being assigned to his department. Nelson explained that Blue Cross Blue Shield/Moving Matters would pay Demmer's travel and registration costs, with the county paying his wages. Commissioner Sivertson made a request to attend the same conference, without per diem, as alternate to Doo-Kirk on the Moving Matters Committee, with travel and registration expenses paid by BCBS/Moving Matters. Motion was made by Doo-Kirk, seconded by Moe and approved unanimously to authorize both Commissioner Sivertson and David Demmer to attend the 2016 Project for Public Spaces conference in Vancouver, B.C, scheduled for September 12 – 16, 2016.

County Administrator Jeff Cadwell, appeared before the board to recommend support of a letter from the Cook County Commissioners to the Cook County Soil and Water Conservation District recognizing the accomplishments of the One Watershed, One Plan program. Motion was made by Sivertson, seconded by Moe and approved carried to support the comments regarding the One Watershed, One Plan as outlined in the attached letter.

Cadwell then asked the board to consider a resolution submitted by Commissioners Moe and Gamble regarding the proposed listing of the Northwestern Moose under the Endangered Species Act. Commissioner Gamble read eight supporting comments for the action. Motion was made by Moe, seconded by Gamble and carried to approve the following resolution:

RESOLUTION # 2016-62

Resolution Opposing the Petition to List the U.S. Population of Northwestern Moose (Alces Alces Andersoni) under the Endangered Species Act

WHEREAS, we recognize the moose is an emblematic animal that has been woven into the longstanding social, economic, and cultural fabric of Cook County; and
 WHEREAS, listing the moose as endangered or threatened may preclude the very activities, forest harvest management and controlled burning, that create the primary moose habitat; and
 WHEREAS, on September 30, 1854, the Grand Portage Band entered into a treaty with the United States government establishing existing boundaries for the Grand Portage Band, along with jurisdiction of tribal hunting and fishing rights within reservation boundaries; and
 WHEREAS, one of the terms of a February 1988 out-of-court settlement, in response to a civil action filed in U.S. District Court in 1985 by the Grand Portage Band claiming the State of Minnesota had no jurisdiction over Band members exercising their treaty reserved rights to hunt and

fish in lands ceded under the 1854 Treaty, marked the first time the Bands (Grands Portage, Bois Forte and Fond du Lac) had any real say in how management of moose outside of reservation boundaries was to be handled; and

WHEREAS, with the development of the 1854 Authority's Biological Services Division in 1994, a new era of cooperation began as both funding and Tribal staff contributed to the annual moose survey with the stipulation that there be actual involvement of the Bands in the process; increasing levels of trust on both sides. The involvement of all parties in monitoring and managing the moose resource has led to a good working relationship; and

WHEREAS, the Grand Portage Band has been a leader in researching the moose population and has shown that minimal Tribal subsistence harvest of moose is not detrimental to the moose population; and

WHEREAS, listing the moose as endangered or threatened would affect the Grand Portage Band's treaty rights to harvest moose for subsistence purposes; and

WHEREAS, the United States Fish and Wildlife Service is determining whether or not to list the moose as an endangered or threatened species based on its analysis of research findings related to: habitat, disease, predation, hunting pressure, fluctuations in weather and other factors; and

WHEREAS, the Cook County Board of Commissioners is the duly elected governing body authorized to speak on behalf of Cook County;

NOW, THEREFORE BE IT RESOLVED, the Cook County Board of Commissioners respectfully requests the United States Fish and Wildlife Service not list the moose on either the threatened or endangered species list; and

BE IT FURTHER RESOLVED, the Cook County Board of Commissioners support the Grand Portage Band's right to research the moose population and to take moose for subsistence purposes.

Commissioner Doo-Kirk reminded the board of the groundbreaking for the new veterinarian clinic in the BDA on August 20th at 9 a.m. Commissioner Storlie will attend.

Commissioner Gamble recommended the Personnel Committee meet to work on a policy regarding staffing changes in light of the effects on staff in the Assessor's Department by the creation of the Land Services Department. Commissioner Moe made a motion, seconded by Commissioner Doo-Kirk to add two members to the personnel Committee, one being a CCEA member as determined by the CCEA. There was no vote on the motion. Moe amended his motion, seconded by Doo-Kirk that the County Administrator work with the CCEA and other bargaining units to bring at least two names to the county board, for consideration as members on the Personnel Committee, one of which is a CCEA member. The motion was approved unanimously.

There being no further business, motion was made and carried that the meeting be adjourned at 12:06 pm.

HEIDI DOO-KIRK, Chair
Cook County Board of Commissioners

ATTEST: BRAIDY POWERS
Auditor-Treasurer

**Cook County
Request for Time**

e-mail form

3.C.

Before the Board of Commissioners

1.	a. Topic or Issue: (As should be listed on agenda) Network Switch Replacement	b. Requested Date: 9/13/16	c. Amount of time with Board Consent Agenda <input checked="" type="checkbox"/>
2.	a. Person requesting/presenting Rena Rogers	b. Phone: 387-3662	c. Email: rena.rogers@co.cook.mn.us
3.	a. Departments affected: MIS	b. Department Head: Rena Rogers	c. Dept been contacted? Yes
4.	a. Has the Board addressed this before? ^{NO}	b. If so, When?	c. What was the result?
5.	Are there other individuals or departments that will be affected by this matter and if so, who? Have they been notified? PHHS, Attorney's Office		
6.	BOARD ACTION REQUESTED (detail what you seek from the board, including motion/vote): Approval to spend \$10,187.12 to replace 2 network switches. Switches are located upstairs in the Courthouse.		
7.	<p>BACKGROUND AND JUSTIFICATION (please be clear and concise; this information will be communicated to the public; and please attach ANY relevant supporting documentation you wish the Board to consider).</p> <p>Network switches connect our infrastructure to the internet. Our use of VoIP phones, computers, and servers rely on these devices functioning. Our replacement schedule for switches is 7 years. This request is for routine replacement, to ensure reliable service to these departments.</p>		
8.	How will this request affect the County Budget? Neutral		
9.	Have funds been budgeted/allocated for this request? Yes		
10.	If funds have been budget or allocated, please give details (i.e., levy, grants, general fund, department budget, or some combination; fully budgeted or partially budgeted; etc.): Capital - 01-060-6600		

COUNTY STAFF INFORMATION

Meeting Date Set:	Agenda Item Number:
Auditor-Treasurer Contacted:	County Attorney Contacted:
YES <input type="checkbox"/> NO <input type="checkbox"/> N/A <input type="checkbox"/>	YES <input type="checkbox"/> NO <input type="checkbox"/> N/A <input type="checkbox"/>



Quote 1023134859140.1

COOK COUNTY COURTHOUSE

Salesperson

Salesperson Name
Marke Webb

Salesperson Email
Marke_Webb@Dell.com

Salesperson Phone
18004563355

Salesperson Extension
7250023

Quote Details

Quote Date
08/25/2016

Quote Validity
09/24/2016

Solution ID

Billing Details

Company Name
COOK COUNTY COURTHOUSE

Customer Number
6957155

Phone Number
1 (218) 3873000

Address
411 W 2ND ST
GRAND MARAIS
MN
55604
US

Price Summary

Description	Quantity	Unit Price	Subtotal Price
Dell Networking S3100 Series Switches	2	\$2,797.92	\$5,595.84
Dell Networking S3100 Series Switches	1	\$4,591.28	\$4,591.28
Subtotal			\$10,187.12
Tax			\$0.00
Shipping and Handling			\$0.00
Environmental Fee			\$0.00
Total			\$10,187.12

Note: All tax quoted above is an estimate; final taxes will be listed on the invoice.

Dear Customer,

Your quote is detailed below; please review the quote for product and information accuracy. If you find errors or desire changes, please contact me as soon as possible.

Regards,
Marke Webb

Order this quote easily online through your Premier page, or if you do not have Premier, using Quote to Order.

Product Details by Shipment

Shipping Group 1

Shipping Contact:	KEVIN TWIEST	Subtotal	\$10,187.12
Shipping Phone No:	1 (218) 3873000	Tax	\$0.00
Shipping via:	Standard Ground	Shipping and Handling	\$0.00
Shipping Address:	411 W 2ND ST	Environmental Fee	\$0.00
	GRAND MARAIS	Total	\$10,187.12
	MN 55604-2307		
	US		

Description	Quantity	Unit Price	Subtotal Price
Dell Networking S3100 Series Switches	2	\$2,797.92	\$5,595.84

Estimated Delivery Date: 09/12/2016
 Contract Code: wn17agw
 Customer Agreement No: 97222

210-AIMQ	Dell Networking S3124, L3, 24x 1GbE, 2xCombo, 2x 10GbE SFP+ fixed ports, Stacking, IO to PSU airflow, 1x AC PSU	2	-	-
470-ABHC	Stacking Cable, for Dell Networking N2000/N3000/S3100 series switches (no cross-series stack), 0.5m	2	-	-
450-AAFH	Power Cord, 125V, 15A, 10 Feet, NEMA 5-15/C13	4	-	-
450-AFHY	Power Supply, 200w, S3124/S3148, with V-Lock, adds redundancy to non-POE S3100 series switches	2	-	-
343-BBEK	Dell Networking S3100 Series User Guide	2	-	-
332-1286	US Order	2	-	-
807-5616	Dell Hardware Limited Warranty 1 Year	2	-	-
807-5619	Lifetime Limited Hardware Warranty with Basic Hardware Service Next Business Day Parts Only on Your Network Switch	2	-	-
807-5645	ProSupport: Next Business Day Onsite Service After Problem Diagnosis, 3 Year	2	-	-

807-5671	ProSupport:7x24 HW/SWTech Support and Assistance,3 Years	2	-	-
989-3439	Thank you choosing Dell ProSupport. For tech support, visit http://www.dell.com/support or call 1-800- 945-3355	2	-	-
900-9997	On-Site Installation Declined	2	-	-

Description	Quantity	Unit Price	Subtotal Price
Dell Networking S3100 Series Switches	1	\$4,591.28	\$4,591.28

Estimated Delivery Date: 09/29/2016
 Contract Code: wn17agw
 Customer Agreement No: 97222

210-AIMR	Dell Networking S3148, L3, 48x 1GbE, 2xCombo, 2x 10GbE SFP+ fixed ports, Stacking, IO to PSU airflow, 1x AC PSU	1	-	-
470-AAPT	Stacking Cable, for Dell Networking N2000/N3000/S3100 series switches (no cross-series stack), 1m	1	-	-
450-AAFH	Power Cord, 125V, 15A, 10 Feet, NEMA 5-15/C13	2	-	-
450-AFHY	Power Supply, 200w, S3124/S3148, with V-Lock, adds redundancy to non-POE S3100 series switches	1	-	-
343-BBEK	Dell Networking S3100 Series User Guide	1	-	-
332-1286	US Order	1	-	-
807-5763	Dell Hardware Limited Warranty 1 Year	1	-	-
807-5764	Lifetime Limited Hardware Warranty with Basic Hardware Service Next Business Day Parts Only on Your Network Switch	1	-	-
807-5789	ProSupport: Next Business Day Onsite Service After Problem Diagnosis,3 Year	1	-	-
807-5815	ProSupport:7x24 HW/SWTech Support and Assistance,3 Year	1	-	-
989-3439	Thank you choosing Dell ProSupport. For tech support, visit http://www.dell.com/support or call 1-800- 945-3355	1	-	-
900-9997	On-Site Installation Declined	1	-	-

Important Notes

Terms of Sale

This quote is valid for 30 days unless otherwise stated. Unless you have a separate written agreement with Dell that specifically applies to this order, your order will be subject to and governed by the following agreements, each of which are incorporated herein by reference and available in hardcopy from Dell at your request:

If this purchase is for your internal use only: Dell's Commercial Terms of Sale (<http://www.dell.com/CTS>), which incorporate Dell's U.S. Return Policy (www.dell.com/returnpolicy) and Warranty (www.dell.com/warrantyterms).

If this purchase is intended for resale: Dell's Reseller Terms of Sale (www.dell.com/resellerterms).

If this purchase includes services: in addition to the foregoing applicable terms, Dell's service contracts and related service terms (www.dell.com/servicecontracts/global).

If this purchase includes software: in addition to the foregoing applicable terms, your use of the software is subject to the license terms accompanying the software, and in the absence of such terms, then use of the Dell-branded application software is subject to the Dell End User License Agreement - A Version (www.dell.com/AEULA) and use of the Dell-branded system software is subject to the Dell End User License Agreement - S Version (www.dell.com/SEULA).

You acknowledge having read and agree to be bound by the foregoing applicable terms in their entirety. Any terms and conditions set forth in your purchase order or any other correspondence that are in addition to, inconsistent or in conflict with, the foregoing applicable online terms will be of no force or effect unless specifically agreed to in a writing signed by Dell that expressly references such terms.

Pricing, Taxes, and Additional Information

All product, pricing, and other information is valid for U.S. customers and U.S. addresses only, and is based on the latest information available and may be subject to change. Dell reserves the right to cancel quotes and orders arising from pricing or other errors. Please indicate any tax-exempt status on your PO, and fax your exemption certificate, including your Customer Number, to the Dell Tax Department at 800-433-9023. Please ensure that your tax-exemption certificate reflects the correct Dell entity name: Dell Marketing L.P. Note: All tax quoted above is an estimate; final taxes will be listed on the invoice. If you have any questions regarding tax please send an e-mail to Tax.Department@dell.com.

For certain products shipped to end-users in California, a State Environmental Fee will be applied to your invoice. Dell encourages customers to dispose of electronic equipment properly.

Request for Time

Before the Board of Commissioners

3.D.

1.	a. Topic or Issue: (As should be listed on agenda) Airport Grant Agreement for A/D Building	b. Requested Date: 9/13/16	c. Amount of time with Board Consent Agenda <input checked="" type="checkbox"/>
2.	a. Person requesting/presenting	b. Phone:	c. Email:
3.	a. Departments affected: Auditor	b. Department Head:	c. Dept been contacted?
4.	a. Has the Board addressed this before?	b. If so, When?	c. What was the result?
5.	Are there other individuals or departments that will be affected by this matter and if so, who? Have they been notified?		
6.	BOARD ACTION REQUESTED (detail what you seek from the board, including motion/vote): Approve an airport grant agreement for the Arrival Departure Building, authorizing the Board Chair and County Auditor to sign the agreements.		
7.	BACKGROUND AND JUSTIFICATION (please be clear and concise; this information will be communicated to the public; and please attach ANY relevant supporting documentation you wish the Board to consider). See attached grant request letter to MNDOT. See attached email from FAA saying the grant will be sent to us Friday 9/9 or Monday 9/12 and must be returned by 9/15.		
8.	How will this request affect the County Budget? NA		
9.	Have funds been budgeted/allocated for this request?		
10.	If funds have been budget or allocated, please give details (i.e., levy, grants, general fund, department budget, or some combination; fully budgeted or partially budgeted; etc.):		

COUNTY STAFF INFORMATION

Meeting Date Set:	Agenda Item Number:
Auditor-Treasurer Contacted: YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> N/A <input type="checkbox"/>	County Attorney Contacted: YES <input type="checkbox"/> NO <input type="checkbox"/> N/A <input type="checkbox"/>



Cook County Auditor-Treasurer

COURT HOUSE • 411 West 2nd St. • GRAND MARAIS, MINNESOTA 55604-2307 • (218) 387-3640 • FAX (218) 387-3043

Braidy Powers
(218) 387-3646
braidy.powers@co.cook.mn.us

July 25, 2016

Don Berre
Mn/DOT Office of Aeronautics
222 East Plato Boulevard
St. Paul, MN 55107-1618

Re: Cook County-Grand Marais Airport
AIP Project No. 3-27-0036-16-16
S.P. No. A1609-46

Dear Mr. Berre:

Cook County having negotiated a contract with our engineering consulting firm for the Runway 9/27 Extension and Grading – Phase II – Flight Check, Construction and Construction Administration at the Cook County – Grand Marais Airport is requesting a construction administration, construction grant and flight check grant.

This project includes Construction, Construction Administration, FAA Flight Check and Administration Costs as follows:

Construction	\$ 786,903.50
Engineering (Field Phase II)	\$ 94,500.00
Administration (Advertising, etc.)	\$ <u>10,000.00</u>
Total	\$ 891,403.50

Cook County is requesting a 90% AIP funded grant in the amount of **\$180,435 (90% of \$200,483.00)**. The grant should be funded with the Cook County-Grand Marais Airport available GA entitlements.

Cook County is also requesting a 5% State funded grant in the amount of **\$150,000**. Cook County releases that the state funding is limited this year due to other needs, but if additional state funding becomes available the County would like consideration.

The remaining funding will come from the IRRRB, DEED and local airport land sale funds. (previously FAA approved land sale)

Please let us know if you require any further information or documentation to process this project.

Sincerely,

Braidy Powers
Cook County Auditor

Braidy Powers

From: Lindsay.Butler@faa.gov
Sent: Tuesday, September 06, 2016 5:06 PM
To: Braidy Powers; airport@boreal.org
Cc: kathy.vesely@state.mn.us; jacob.martin@faa.gov; Darren.Christopher@rsandh.com; Molly Hicken; Tracey.Headings@faa.gov
Subject: Grand Marais FY2016 grant

Roy/Braidy –

Today, the FAA received the final FY16 grant application from MnDOT requesting for the A/D building remodel at Grand Marais Airport.

Jake is currently reviewing the application.

Given that we are at the very end of our grant program and our timelines are very short, I wanted to let you know that the grant agreement is coming.

Tracey Headings from our office will be emailing you the grant either Friday 9/9 or Monday 9/12. Hard copies to follow.

We need the signed grant with airport and legal signatures back NLT noon on Thursday 9/15.

If you have any questions or concerns, please let me know as soon as possible.

Thanks!

Lindsay Butler, MPA
Assistant ADO Manager
Federal Aviation Administration (FAA)
Dakota-Minnesota Airports District Office
Minneapolis Office
(612) 253-4630 desk
(847) 924-3840 cell

**Cook County
Request for Time
Before the Board of Commissioners**

e-mail form

3.E.

1.	a. Topic or Issue: (As should be listed on agenda) Authorization to Advertise Winter Maintenance SGSDs	b. Requested Date: September 13, 2016	c. Amount of time with Board Consent Only
2.	a. Person requesting/presenting David Betts	b. Phone: 218-387-3695	c. Email: david.betts@co.cook.mn.us
3.	a. Departments affected:	b. Department Head:	c. Dept been contacted?
4.	a. Has the Board addressed this before? Yes	b. If so, When? 2015	c. What was the result? Authorized
5.	Are there other individuals or departments that will be affected by this matter and if so, who? Have they been notified? Applicant is in touch with the City of Grand Marais and affected businesses as well.		
6.	BOARD ACTION REQUESTED (detail what you seek from the board, including motion/vote): Authorization to advertise for winter maintenance on the Subordinate Governmental Service Districts (SGSDs).		
7.	BACKGROUND AND JUSTIFICATION (please be clear and concise; this information will be communicated to the public; and please attach ANY relevant supporting documentation you wish the Board to consider). Please see attached advertisement.		
8.	How will this request affect the County Budget? n/a		
9.	Have funds been budgeted/allocated for this request? n/a		
10.	If funds have been budget or allocated, please give details (i.e., levy, grants, general fund, department budget, or some combination; fully budgeted or partially budgeted; etc.): Fiscal Administrator only		

COUNTY STAFF INFORMATION

Meeting Date Set:	Agenda Item Number:
Auditor-Treasurer Contacted: YES <input type="checkbox"/> NO <input type="checkbox"/> N/A <input type="checkbox"/>	County Attorney Contacted: YES <input type="checkbox"/> NO <input type="checkbox"/> N/A <input type="checkbox"/>



Cook County Highway Department

609 E Fourth Avenue
Grand Marais, Minnesota 55604-1150
Phone (218) 387-3014 Fax (218) 387-3012

ADVERTISEMENT FOR SNOW PLOWING BIDS

Sealed proposals will be received by the Cook County Highway Department on behalf of the Evergreen Road Association, Voyageur's Point Association, Mile-O-Pine Association, West Rosebush Lane Subordinate Service District, Irish Creek Subordinate Service District and Rosebush Hill Subordinate Service District at the Cook County Highway Department, County Highway Building, 609 East 4th Avenue, Grand Marais, MN 55604, until 2:00 p.m. October 12, 2016. At that time all proposals will be publicly opened and read. Proposals will be accepted for snowplowing for each of the following access roads:

1. Evergreen Road (for the Evergreen Road Association), located approximately 4.5 miles north of Lutsen, off of C.S.A.H. #4 (Caribou Trail), approximately 0.9 miles in length
2. Voyageur's Point (for the Voyageur's Point Association), located approximately 35 miles northwest of Grand Marais, off of C.R. #85, 3500 feet in length
3. Mile-O-Pine Road (for the Mile-O-Pine Association), located approximately 48 miles northwest of Grand Marais, off of C.R. #50 (South Gunflint Road), 1.9 miles in length
4. West Rosebush Lane (for the West Rosebush Lane Subordinate Service District), located approximately 3.5 miles west of Grand Marais, off of T.H. 61, approximately 2,200 feet in length
5. Portions of Irish Creek Road, Powers Lake Road, Tom Lake Road, Wilderness Trail and Brumbaugh Road (for the Irish Creek Subordinate Service District), located approximately 20 miles west of Grand Marais, off of C.S.A.H. #16 (Arrowhead Trail), approximately 10.5 miles in length plus the turnaround and parking area
6. Rosebush Hill (for the Rosebush Hill Subordinate Service District), located approximately 3.5 miles west of Grand Marais, off of T.H. 61, approximately 2,100 feet in length

Proposals, plans and specifications **must** be obtained at the office of the County Highway Engineer, County Highway Building, 609 East 4th Avenue, Grand Marais, MN 55604. The Board of Commissioners reserves the right to reject any or all bids and to waive any irregularities therein.

David L. Betts, P.E.
Cook County Highway Engineer

Bill: Cook County Highway Department

Publish: *Cook County News Herald*, September 17, 24 and October 1, 2016
<http://www.co.cook.mn.us/index.php/bid-openings>

Ad Type: Legal Line

**Cook County
Request for Time**

e-mail form

3.F.

Before the Board of Commissioners

1.	a. Topic or Issue: (As should be listed on agenda) Community Center Board of Trustees	b. Requested Date: 9-13-16	c. Amount of time with Board Consent Agenda
2.	a. Person requesting/presenting Diane Booth	b. Phone: 218-387-3015	c. Email: diane.booth@co.cook.mn.us
3.	a. Departments affected: Community Center	b. Department Head: Diane Booth	c. Dept been contacted? Yes
4.	a. Has the Board addresses this before?	b. If so, When?	c. What was the result?
5.	Are there other individuals or departments that will be affected by this matter and if so, who? Have they been notified? No		
6.	BOARD ACTION REQUESTED (detail what you seek from the board, including motion/vote): Please approve the appointment of Joan Farnam to the Community Center Board of Trustees to take the place of Gwen Carman who resigned from the Board. She would pick up the rest of Gwen's appointment through 1/18.		
7.	BACKGROUND AND JUSTIFICATION (please be clear and concise; this information will be communicated to the public; and please attach ANY relevant supporting documentation you wish the Board to consider). We have advertised repeatedly on WTIP and on Boreal to fill our current vacancies. Joan was interested in joining the Board.		
8.	How will this request affect the County Budget? It won't.		
9.	Have funds been budgeted/allocated for this request?		
10.	If funds have been budget or allocated, please give details (i.e., levy, general fund, department budget, or some combination; fully budgeted or partially budgeted; etc.):		

COUNTY STAFF INFORMATION

Meeting Date Set:	Agenda Item Number:
Auditor-Treasurer Contacted: YES <input type="checkbox"/> NO <input type="checkbox"/> N/A <input type="checkbox"/>	County Attorney Contacted: YES <input type="checkbox"/> NO <input type="checkbox"/> N/A <input type="checkbox"/>

**Cook County
Request for Time
Before the Board of Commissioners**

e-mail form

4.A.

1.	a. Topic or Issue: (As should be listed on agenda) Tower Facilities Request Policy	b. Requested Date: 09/23/16	c. Amount of time with Board 10 minutes	Consent Agenda <input type="checkbox"/>
2.	a. Person requesting/presenting Rena Rogers/Rowan Watkins	b. Phone: 387-3662	c. Email: rena.rogers@co.cook.mn.us	
3.	a. Departments affected: MIS, Public Safety entities	b. Department Head: Pat Eliassen	c. Dept been contacted? Yes	
4.	a. Has the Board addressed this before? Yes	b. If so, When? 08/16/16	c. What was the result? Draft review for comments	
5.	Are there other individuals or departments that will be affected by this matter and if so, who? Have they been notified? No			
6.	BOARD ACTION REQUESTED (detail what you seek from the board, including motion/vote): Request approval of Tower Facilities Request Policy as presented.			
7.	<p>BACKGROUND AND JUSTIFICATION (please be clear and concise; this information will be communicated to the public; and please attach ANY relevant supporting documentation you wish the Board to consider).</p> <p>Several months ago the County Board directed the County Administrator to set up a working group to develop a policy to manage Radio Tower Requests. That working group includes: Commissioner Moe, County Attorney Hicken, Administrator Jeff Cadwell, MIS Director Rena Rogers, and Radio Communication Analyst Rowan Watkins. On August 16, 2013 a draft version of this policy was presented to the Board for feedback. Presented today for approval is the final version of the policy along with a request form.</p>			
8.	How will this request affect the County Budget? N/A			
9.	Have funds been budgeted/allocated for this request? N/A			
10.	If funds have been budget or allocated, please give details (i.e., levy, grants, general fund, department budget, or some combination; fully budgeted or partially budgeted; etc.):			

COUNTY STAFF INFORMATION

Meeting Date Set:	Agenda Item Number:
Auditor-Treasurer Contacted:	County Attorney Contacted:
YES <input type="checkbox"/> NO <input type="checkbox"/> N/A <input type="checkbox"/>	YES <input type="checkbox"/> NO <input type="checkbox"/> N/A <input type="checkbox"/>

Purpose

While towers allow for access to valuable services, they have negative aesthetic impacts. For this reason, the County prefers to use existing towers for services over building new facilities to limit the negative aesthetic impacts. Existing tower space is limited, so it must be efficiently used and in many certain cases must be reserved for the uses that best serve the public. The County must therefore prioritize services over others. The County discourages redundant services.

Scope

The scope of this policy includes towers we have an interest in by virtue of:

1. Those towers the County owns (the structure),
2. Those towers for which the County has a property interest in the land,
3. Those towers upon which County-owned equipment is placed, and
4. Tower facilities the County supports or is being asked to support, financially or otherwise, the development of infrastructure supporting the tower.

Any towers outside this scope shall be managed exclusively by the Cook County Tower Facility Ordinance, Minnesota State Law, and United States federal law.

Decisions Governed By This Policy

Decisions related to changes or additions to communications tower-related infrastructure, tower-related development, tenancy, tower sites, tower-related structures

Priority of Tower-Related Services

Services towers provide, ordered by priority of support by the County:

1. Public Safety
2. Public Service (other government agencies which serve the public interest; for example, DNR, MNDOT, PUC, USFS, etc.)
3. Public Utilities (electricity, cellular and other telephone services, internet services)
4. Local Media
5. Commercial purposes
6. Other private parties and individuals

Processing tower-related requests uses County resources such as staff time. Cook County has an interest in granting requests which allow for the administrative costs of the request to be recouped over time. For these reasons, the County reserves the right to deny the following requests:

1. Requests for services of a temporary nature; and
2. Requests in which the ultimate purpose for the request is in conflict with the Cook County Tower Facility Ordinance and/or Minnesota or Federal Law.

The County reserves the right to take action contrary to this policy on behalf of individuals or entities with a pre-existing legal relationship with the County or where the proposal is in the County's best interests as a whole.

The County ultimately has the discretion to act within its authority as owner, lessor, or lessee.

**Cook County
Request for Time**

e-mail form

5.A.

Before the Board of Commissioners

1.	a. Topic or Issue: (As should be listed on agenda) International Day of Peace	b. Requested Date: 9/13/2016	c. Amount of time with Board 10 minutes	Consent Agenda <input type="checkbox"/>
2.	a. Person requesting/presenting Kathy Sullivan	b. Phone: 370-9799	c. Email:	
3.	a. Departments affected: Commissioners	b. Department Head:	c. Dept been contacted?	
4.	a. Has the Board addressed this before? yes	b. If so, When? 2015	c. What was the result? board approved declaration	
5.	Are there other individuals or departments that will be affected by this matter and if so, who? Have they been notified?			
6.	BOARD ACTION REQUESTED (detail what you seek from the board, including motion/vote): International Day of Peace initiative is asking the board to declare September 21, 2016 as a Day of Peace.			
7.	BACKGROUND AND JUSTIFICATION (please be clear and concise; this information will be communicated to the public; and please attach ANY relevant supporting documentation you wish the Board to consider). request is attached.			
8.	How will this request affect the County Budget?			
9.	Have funds been budgeted/allocated for this request?			
10.	If funds have been budget or allocated, please give details (i.e., levy, grants, general fund, department budget, or some combination; fully budgeted or partially budgeted; etc.):			

COUNTY STAFF INFORMATION

Meeting Date Set:	Agenda Item Number:
Auditor-Treasurer Contacted: YES <input type="checkbox"/> NO <input type="checkbox"/> N/A <input type="checkbox"/>	County Attorney Contacted: YES <input type="checkbox"/> NO <input type="checkbox"/> N/A <input type="checkbox"/>

8-4-16

International Day of Peace Initiative
28 Mort Meadow Rd.
Grand Marais, MN

Dear Cook County Commissioners,

Wednesday, September 21, 2016 is the United Nations' designated International Day of Peace.

UN Secretary General Ban says, "The people of the world have asked us to shine a light on a future of promise and opportunity. Member States have responded with the 2030 Agenda for Sustainable Development... It is an agenda for people, to end poverty in all its forms. An agenda for the planet, our common home. An agenda for shared prosperity, peace and partnership." — UN Secretary-General, Ban Ki-moon

Each year the International Day of Peace is observed around the world on 21 September. The General Assembly has declared this as a day devoted to strengthening the ideals of peace, both within and among all nations and peoples.

The Day's theme for 2016 is "The Sustainable Development Goals: Building Blocks for Peace."

"The 17 Sustainable Development Goals are our shared vision of humanity and a social contract between the world's leaders and the people," said UN Secretary-General Ban Ki-moon. "They are a to-do list for people and planet, and a blueprint for success."

Sustainability addresses the fundamental needs of the present without compromising the ability of future generations to meet their own needs. Modern challenges of poverty, hunger, diminishing natural resources, water scarcity, social inequality, environmental degradation, diseases, corruption, racism and xenophobia, among others, pose challenges for peace and create fertile grounds for conflict. Sustainable development contributes decisively to dissipation and elimination of these causes of conflict and provides the foundation for a lasting peace. Peace, meanwhile, reinforces the conditions for sustainable development and liberates the resources needed for societies to develop and prosper.

I believe we can begin in a small way to heighten awareness of people where we live to a call for peace. So I am asking the Cook County Commissioners to join in support by officially declaring Wednesday, September 21, 2016 as A Day of Peace.

There will be a gathering of persons supporting the peace movement in the shelter near the shore at the Grand Marais City Recreation Park. (Time to be announced.) The declaration would be read as part of the ceremony.

Thank you for your consideration.

Kathy Sullivan


218-370-9799

Request for Time

Before the Board of Commissioners

b.A.

1.	a. Topic or Issue: (As should be listed on agenda) EDA Request to Purchase Lots - Workforce Housing	b. Requested Date: 9/13/16	c. Amount of time with Board 10 minutes	Consent Agenda <input type="checkbox"/>
2.	a. Person requesting/presenting Scott Harrison	b. Phone:	c. Email:	
3.	a. Departments affected: Auditor	b. Department Head:	c. Dept been contacted?	
4.	a. Has the Board addressed this before?	b. If so, When?	c. What was the result?	
5.	Are there other individuals or departments that will be affected by this matter and if so, who? Have they been notified?			
6.	BOARD ACTION REQUESTED (detail what you seek from the board, including motion/vote): Approve by motion the sale of 5 county owned tax forfeit lots in the city of Grand Marais, described as Lot 1 Block 1, Lots 1-2 Block 2, Lots 1-2 Block 3, Lots 1-2 Block 4, and Lot 1 Block 5 of the Woodland Addition, for cash at the total assessed valuation of \$8,400.			
7.	BACKGROUND AND JUSTIFICATION (please be clear and concise; this information will be communicated to the public; and please attach ANY relevant supporting documentation you wish the Board to consider). The EDA plans to use the lots as part of their workforce housing project development in Grand Marais. The sale of the tax forfeit lots to the EDA at market value as determined by the county board is allowed per MS 282.01 subd. 1a. (b) Conveyance to public entities. The County Attorney has determined that the EDA is an organized subdivision of the state. The County Assessor has determined a reasonable sales value for the parcels are the assessed values as recently determined by the Cook County Assessor, which equal \$8,400 in total.			
8.	How will this request affect the County Budget? NA			
9.	Have funds been budgeted/allocated for this request?			
10.	If funds have been budget or allocated, please give details (i.e., levy, grants, general fund, department budget, or some combination; fully budgeted or partially budgeted; etc.):			

COUNTY STAFF INFORMATION

Meeting Date Set:	Agenda Item Number:
Auditor-Treasurer Contacted:	County Attorney Contacted:
YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> N/A <input type="checkbox"/>	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> N/A <input type="checkbox"/>

Cook County

e-mail form

Request for Time

Before the Board of Commissioners

7.A.

1.	a. Topic or Issue: (As should be listed on agenda) Requirement for Emergency Action Plan for events	b. Requested Date: September 13, 2016	c. Amount of time with Board ?	Consent Agenda <input type="checkbox"/>
2.	a. Person requesting/presenting Sheriff Eliassen/Emergency Management Wiinanen	b. Phone: 218-387-3059	c. Email: jim.wiinanen@co.cook.mn.us	
3.	a. Departments affected: Departments that issue event/road use permits	b. Department Head:	c. Dept been contacted?	
4.	a. Has the Board addressed this before? No	b. If so, When?	c. What was the result?	
5.	Are there other individuals or departments that will be affected by this matter and if so, who? Have they been notified? Sheriff, Highway,			
6.	<p>BOARD ACTION REQUESTED(detail what you seek from the board, including motion/vote):</p> <p>Board direct that any event permit applications include the requirement for event organizers to include an Emergency Action Plan.</p> <p>The board would direct any county departments that issue permits for events(fairs, races, concerts, etc) to change their permit application form to include, on the "APPLICATION FOR DETOUR OR EVENT PERMIT ON COUNTY HIGHWAY RIGHT OF WAY" form, for example:</p> <p>V. "The applicant will attach an Emergency Action Plan providing details on how event participants and organizers will respond to participant injury, extreme weather event, or serious disruption of the planned event."</p>			
7.	<p>BACKGROUND AND JUSTIFICATION (please be clear and concise; this information will be communicated to the public; and please attach ANY relevant supporting documentation you wish the Board to consider).</p> <p>Luck is not a plan. All events face some hazards whether natural or human caused. Event organizers should take responsibility for emergencies that may happen during their event and think through and document their procedures to address risk reduction and emergency actions.</p>			
8.	How will this request affect the County Budget? No effect.			
9.	Have funds been budgeted/allocated for this request? No.			
10.	If funds have been budget or allocated, please give details (i.e., levy, grants, general fund, department budget, or some combination; fully budgeted or partially budgeted; etc.): No.			

COUNTY STAFF INFORMATION

Meeting Date Set:	Agenda Item Number:
Auditor-Treasurer Contacted:	County Attorney Contacted:
YES <input type="checkbox"/> NO <input type="checkbox"/> N/A <input type="checkbox"/>	YES <input type="checkbox"/> NO <input type="checkbox"/> N/A <input type="checkbox"/>

SHORT VERSION EAP CONTENTS:

SECTION I: GENERAL INFORMATION

- I.1 Identify Event Risks and Hazards
- I.2: Key Event Personnel and Phone Numbers
- I.3: Media Relations Policy
- I.4: Emergency Alerting Procedures
- I.5: Evacuation Routes, Safe Zones and Personnel Accountability
- I.6: Event Organizer Responsibility

SECTION II: MAPS AND DIAGRAMS OF THE VENUE

SECTION III: EMERGENCY PROCEDURES

- III.1: Emergency Medical Situations Response Procedure
- III.2: Severe Weather/Natural Disasters Response Procedure
- III.3: On Water Incidents Response Procedure
- III.4: Public Disturbances Response Procedure

SECTION IV: RESPONSIBILITY FOR INCIDENT DOCUMENTATION

SECTION V. SIGNATURE PAGE (EITHER ON COVER OR AT END)

LONG VERSION EAP CONTENTS:

Section I: Administration

- I.1: Policy Statement
- I.2: Scope of Plan
- I.3: Legal Compliance
- I.4: Authority Statement
- I.5: Plan Distribution
 - I.5.1: Plan Information and Contact Person
- I.6: Plan Updating Procedures
- I.7: Plan Training

Section II: General Information

- II.1: Description of the Event venue and Operations
- II.2: Emergency Recognition and Prevention
- II.3: Organization and Personnel Responsibilities
 - II.3.1: Key Event Personnel and Phone Numbers
- II.4: Media Relations Policy
- II.5: Emergency Alerting Procedures Emergency
 - II.5.1: Notification for Small Area-Specific Incidents
 - Preferred means of notification
 - Secondary means of notification
 - II.5.2: Notification of Serious or Event-wide Situations
 - Preferred means of notification
 - Secondary means of notification
- II.6: Evacuation and Personnel Accountability

- II.6.1: Event Organizer Responsibility
 - II.6.1.1: Event Director
 - II.6.1.2: Safety Coordinator
- II.6.2: Evacuation Points
 - II.6.2.1: Primary Evacuation Points

Section III: Maps and Diagrams of the Venue

Section IV: Emergency Procedures

- IV.1: Emergency Medical Situations
 - IV.1.1: Event Staff Procedures for Medical Emergency
 - IV.1.2: Safety Coordinator Procedures for Medical Emergency
- IV.2: Severe Weather/Natural Disasters
 - IV.2.1: Staff Procedures for Severe Weather
 - IV.2.2: Event and Safety Coordinator Procedures for Severe Weather
- IV.3: On Water Incidents
 - IV.3.1: Man Overboard (MOB)
- IV.4: Public Disturbances
 - IV.4.1: Procedures for Public Disturbances

Section V: Terminating the Emergency

- V.1: Recovery Operations
- V.2: Documentation
 - V.2.1: Responsibility for Incident Documentation

(EVENT)

EMERGENCY ACTION PLAN

(DATE ADOPTED BY EVENT ADMINISTRATIVE BODY)

PREPARED BY: _____

(TITLE)

This Emergency Action Plan should be distributed to:

- All event staff
- Cook County Law Enforcement
- Jurisdiction Emergency Medical Services
- Jurisdiction Fire Service
- Cook County Emergency Management

Received by Permitting Authority: _____

(Name)

(Date received)

CONTENTS

SECTION I: GENERAL INFORMATION

- I.1 Identify Event Risks and Hazards**
- I.2: Key Event Personnel and Important Phone Numbers**
- I.3: Media Relations Policy
- I.4: Emergency Alerting Procedures
- I.5: Evacuation Routes, Safe Zones and Personnel Accountability
- I.6: Event Organizer Responsibility

SECTION II: MAPS AND DIAGRAMS OF THE VENUE

SECTION III: EMERGENCY PROCEDURES

- III.1: Emergency Medical Situations Response Procedure
- III.2: Severe Weather/Natural Disasters Response Procedure
- III.3: On Water Incidents Response Procedure
- III.4: Public Disturbances Response Procedure

SECTION IV: RESPONSIBILITY FOR INCIDENT DOCUMENTATION

SECTION V. SIGNATURE PAGE (EITHER ON COVER OR AT END)

Acronyms used in document

Unique terms and their definitions

1. GENERAL INFORMATION

1.1 Hazards and Risks

- a. Natural hazards: Rain, Lightning, high wind...?
- b. Collisions resulting in minor to major injury

1.2. EMERGENCY PHONE NUMBERS

Emergency phone numbers should be posted where all employees and event staff can easily see them. Also include your address so emergency personnel can find you quickly. Other emergency numbers can be included, at the minimum, you should include:

Local Emergency Management Agency,
 Utilities if applicable
 Local law non-emergency number.
 Others you might consider are:
 County health department

Local fire district office
 DNR and US Forest Service numbers,
 local animal control
 poison control, etc.

EMERGENCY PHONE NUMBERS

FIRE - MEDICAL - POLICE DIAL 9-1-1

Medical / Police EMERGENCY	911
_____ County Sheriff's Office (non-emergency)	
County Sheriff's Department (alternate non-emergency)	
_____ County Emergency Management Agency (EMA)	
_____ County Health Department	
Local Utilities	
EVENT DIRECTOR	
EVENT ASSISTANT DIRECTOR	

2. MAPS AND DIAGRAMS OF THE VENUE

The site map is a planning tool to help plan evacuation routes, identify safe places and provide responders with the scope of the event. It should have:

- All roads: paved, gravel, dirt
- Location of structures (exhibitor tents?), numbered?
- Property boundary if applicable
- Electricity shutoffs/kill switches if applicable
- Parking for participants and spectators
- Evacuation routes
- Gates if applicable

3. EMERGENCY PROCEDURES

It's a good idea to know what you would do in the event part of or your entire event is threatened or impacted by some hazard or accident. Outlining the procedures which deal with the following emergency situations:

1. Natural disasters
2. Lost Participants
3. Fires
4. Transportation emergencies
5. Severe illnesses and injuries
6. Civil Disturbance
7. Aquatic emergencies as appropriate to for the site
8. Other

For this section describe procedures to evacuate your site or otherwise warn and give direction to your participants. The Plan should include administration, monitoring, pre-evacuation process, evacuation process, and training; and identify equipment and personnel needed to execute plan.

ADMINISTRATION

In the event of any of the above, describe how your plan will be executed and identify who is responsible for doing what. Good to include actions taken prior to the event to mitigate (reduce or eliminate) risks.

MONITOR ENVIRONMENTAL CONDITIONS if appropriate

Outline how staff at your event will monitor hazardous weather, race participants, or the like.

PREPARATION FOR EVACUATION AND EVACUATION PROCEDURE

Describe the steps you plan on taking to alert your participants should they need to evacuate. Who decides? How will you notify participants of the evacuation? Describe your procedure. Where do participants go? What is the evacuation route? Who decides when participants can return and how will they be notified?

EQUIPMENT

List any emergency equipment, supplies, tools or other resources that will be needed for your event and where are they located; if off-site, where are they located?

TRAINING: Identify and describe staff training and frequency.

DOCUMENTATION: Identify who will document the incident including actions taken to

4. CERTIFICATION

(Either as last page or on cover)

I certify that I submitted a copy of this Emergency Action Plan to the Cook County Authority issuing the permit

EVENT Responsible Party Name: _____

Address: _____

Phone Number(s): _____

Date Plan submitted to Permitting Authority: _____

Facility Owner (If applicable)

Date

Received by Permitting Authority: _____
(Name)

(Date received)

**Cook County
Request for Time**

e-mail form

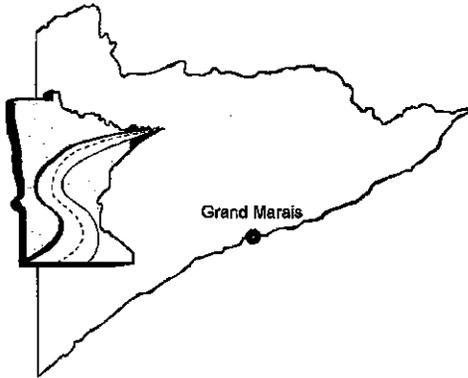
Before the Board of Commissioners

8.A.

1.	a. Topic or Issue: (As should be listed on agenda) Final Payment, SP 016-070-013	b. Requested Date: 9/13/16	c. Amount of time with Board 5 minutes
2.	a. Person requesting/presenting David Betts	b. Phone: 218-387-3695	c. Email: david.betts@co.cook.mn.us
3.	a. Departments affected: Hwy Dept	b. Department Head:	c. Dept been contacted?
4.	a. Has the Board addressed this before? NO	b. If so, When?	c. What was the result?
5.	Are there other individuals or departments that will be affected by this matter and if so, who? Have they been notified?		
6.	BOARD ACTION REQUESTED (detail what you seek from the board, including motion/vote): We recommend that the County Board accept the project and authorize final payment in the amount of \$3,218.54 to Parsons Electric.		
7.	BACKGROUND AND JUSTIFICATION (please be clear and concise; this information will be communicated to the public; and please attach ANY relevant supporting documentation you wish the Board to consider). Please see attached memo.		
8.	How will this request affect the County Budget? Neutral		
9.	Have funds been budgeted/allocated for this request? Yes		
10.	If funds have been budget or allocated, please give details (i.e., levy, grants, general fund, department budget, or some combination; fully budgeted or partially budgeted; etc.): HSIP and CSAH Funds		

COUNTY STAFF INFORMATION

Meeting Date Set:	Agenda Item Number:
Auditor-Treasurer Contacted: YES <input type="checkbox"/> NO <input type="checkbox"/> N/A <input type="checkbox"/>	County Attorney Contacted: YES <input type="checkbox"/> NO <input type="checkbox"/> N/A <input type="checkbox"/>



Cook County Highway Department

609 East 4th Ave
Grand Marais, Minnesota 55604-2308
Phone (218) 387-3014 Fax (218) 387-3012

MEMO

TO: Cook County Board of Commissioners

FROM: David L. Betts, P.E.
County Highway Engineer *DLB*

DATE: August 30, 2016

RE: Intersection Lighting Improvements
SP 016-070-013
Final Payment

Parsons Electric has requested final payment of \$3,218.54 on SP 016-070-013 Intersection Lighting Improvements. The work has been completed and final inspection has been performed.

The Contractor's original bid was \$38,117.10. Final construction cost was \$32,664.60. The underrun of \$5,452.50 occurred because the Highway Department assumed responsibility for all turf establishment and erosion control.

The project was funded 90% with Federal Highway Safety Improvement Program (HSIP) funds and 10% with Regular (CSAH) State Aid funds.

We recommend that the County Board accept the project and authorize final payment in the amount of \$3,218.54 to Parsons Electric.

/ls

**Cook County
Request for Time**

e-mail form

Before the Board of Commissioners

9.A.

1.	a. Topic or Issue: (As should be listed on agenda) County Assessor	b. Requested Date: September 13, 2016	c. Amount of time with Board 10 minutes	Consent Agenda <input type="checkbox"/>
2.	a. Person requesting/presenting Jeff Cadwell	b. Phone: 387-3687	c. Email: jeff.cadwell@co.cook.mn.us	
3.	a. Departments affected: Assessor	b. Department Head:	c. Dept been contacted?	
4.	a. Has the Board addressed this before?	b. If so, When?	c. What was the result?	
5.	Are there other individuals or departments that will be affected by this matter and if so, who? Have they been notified?			
6.	BOARD ACTION REQUESTED (detail what you seek from the board, including motion/vote): Recommend that the board authorize County Administrator to request an extension of the 90 day period to appoint a new county assessor.			
7.	<p>BACKGROUND AND JUSTIFICATION (please be clear and concise; this information will be communicated to the public; and please attach ANY relevant supporting documentation you wish the Board to consider).</p> <p>Betty Schultz's last day as county assessor was June 24, 2016. State statute requires the board to appoint a county assessor within 90 days of the vacancy. The Personnel Committee met on June 20, 2016 to discuss the Assessor vacancy. The County Board authorized the posting of the vacancy for County Assessor on June 28, 2016. The county advertised for a new county assessor with an application deadline of August 15, 2016. The committee conducted interviews on August 26, 2016. The committee recommended hiring Todd Smith, Cook County Assistant Assessor for the position. Todd Smith needs to complete his AMA credentialing to be eligible to be appointed Cook County Assessor. Todd Smith has the experience and education necessary for the position and can complete the credentialing within the next 90 days. Todd Smith will also meet the requirement to become SAMA within two years of being appointed Assessor.</p>			
8.	How will this request affect the County Budget? N/A			
9.	Have funds been budgeted/allocated for this request? Position is within the current budget			
10.	If funds have been budget or allocated, please give details (i.e., levy, grants, general fund, department budget, or some combination; fully budgeted or partially budgeted; etc.):			

COUNTY STAFF INFORMATION

Meeting Date Set:	Agenda Item Number:
Auditor-Treasurer Contacted:	County Attorney Contacted:
YES <input type="checkbox"/> NO <input type="checkbox"/> N/A <input type="checkbox"/>	YES <input type="checkbox"/> NO <input type="checkbox"/> N/A <input type="checkbox"/>

MINNESOTA • REVENUE

6/2/2016

Heidi Doo-Kirk
Cook County Board Chair
40 Maple Hill Drive
Grand Marais MN, 55604

Dear Heidi,

It has come to our attention at the Department of Revenue that the office of County Assessor in your county will soon become vacant or has recently become vacant.

The Board of County Commissioners has **90 days** from the date of the vacancy to appoint a new County Assessor. If there is a Deputy Assessor (or Chief Deputy, if more than one) he/she shall perform the functions of the office until the vacancy is filled. If there is no deputy, the county auditor shall designate a person to perform the duties of the office until an appointment is made. Such person shall perform the duties of the office for a period not exceeding 90 days during which the county board **must** appoint a county assessor. The 90-day period may be extended by written approval of the Commissioner of Revenue for certain special circumstances.

One of the most important roles of county government is the fair and equitable administration of a property tax system to fund local government needs and services. A crucial part in ensuring the success of this role is through the employment of a skilled and competent county assessor. My experience has been that property owners are more willing to pay their property taxes so long as they are reasonably secure in the knowledge that the assessment burden is fairly and equitably distributed between all property owners. It is the responsibility of the county assessor to make certain this is accomplished.

Also, please be aware that any county assessor appointee must be at least an Accredited Minnesota Assessor (AMA) at the time of first appointment with the requirement that the assessor attain the designation of Senior Accredited Minnesota Assessor (SAMA) within two years of the time of appointment. The appointment of a county assessor that does not have the appropriate AMA or SAMA designation at the time of hire cannot be confirmed by the Commissioner of Revenue.

Once you have selected a qualified candidate for the county assessor position, please have the candidate contact me at gale.zimmermann@state.mn.us or 651-440-0196 to begin the appointment confirmation process.

If you have any questions or concerns regarding this letter please give me a call.

Sincerely,



Gale Zimmermann, SAMA
Property Tax Compliance Officer I
Minnesota Department of Revenue

Cc: Braidy Powers

**Cook County
Request for Time**

e-mail form

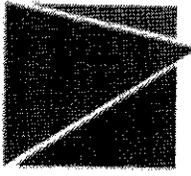
Before the Board of Commissioners

9.B.

1.	a. Topic or Issue: (As should be listed on agenda) County Emergency Manager	b. Requested Date: September 13, 2016	c. Amount of time with Board 10 minutes	Consent Agenda <input type="checkbox"/>
2.	a. Person requesting/presenting Jeff Cadwell	b. Phone: 387-3687	c. Email: jeff.cadwell@co.cook.mn.us	
3.	a. Departments affected: Sheriff	b. Department Head: Pat Eliassen	c. Dept been contacted? yes	
4.	a. Has the Board addressed this before? <i>yes</i>	b. If so, When? June 28, 2016	c. What was the result? county authorized posting for replacement EM	
5.	Are there other individuals or departments that will be affected by this matter and if so, who? Have they been notified?			
6.	BOARD ACTION REQUESTED (detail what you seek from the board, including motion/vote): Recommend that the board approve the hiring of Valerie Marusco as Emergency Management Director, C42-1 Step 15.			
7.	BACKGROUND AND JUSTIFICATION (please be clear and concise; this information will be communicated to the public; and please attach ANY relevant supporting documentation you wish the Board to consider). Valerie brings a lot of experience to this position and was the unanimous recommendation of the search committee for the job.			
8.	How will this request affect the County Budget? N/A			
9.	Have funds been budgeted/allocated for this request? Position is within the current budget			
10.	If funds have been budget or allocated, please give details (i.e., levy, grants, general fund, department budget, or some combination; fully budgeted or partially budgeted; etc.):			

COUNTY STAFF INFORMATION

Meeting Date Set:	Agenda Item Number:
Auditor-Treasurer Contacted: YES <input type="checkbox"/> NO <input type="checkbox"/> N/A <input type="checkbox"/>	County Attorney Contacted: YES <input type="checkbox"/> NO <input type="checkbox"/> N/A <input type="checkbox"/>



Cook County Minnesota

Cook County Courthouse • 411 W 2nd St • Grand Marais, MN 55604 •
Judy Hill, Human Resource Generalist, 218-387-37676

Monday August 29, 2016

Hi Valerie,

We are excited to offer you the position of Emergency Management Director with Cook County.

This position is classified as C-42-1 on the CCEA schedule. Because of your experience and expertise, we would like to offer to start you at step 15 which is \$25.713/ hour.

In our phone conversation you asked about reclassifying the job. We hope to open the position up to reclassification, but realistically would not be able to do that until it has been reviewed by the personnel committee.

The Emergency Management Director position is a full time position with county benefits. In our phone conversation you also asked me to add a list of county benefits they include:

- Public Employees Retirement System Pension Plan 6.5% tax deferred plus 7.5% employer match. Blue Cross Blue Shield health insurance with a VEBA.
- Life Insurance - \$10,000 at no cost plus access to low cost additional coverage on employee and/or dependents.
- Long Term Disability at no cost to the employee. An employee Assistance Program – Counseling available at no cost.
- Flexible Spending account – allows employee to set aside pre-tax dollars for medical and/or daycare expenses (available upon completion of 6 months probation).
- 457 Deferred Compensation Plan for pre-tax savings investments. Upon completion of probation the County will match up to 3% of gross salary.
- Group Dental insurance at the employees expense, not paid by the county.
- Paid Leave starts at 22 days per year. In addition, there are 10 paid holidays per year.

We look forward to hearing from you.

Sincerely,

Judy Hill

Human Resource Generalist

Cook County

Judy.Hill@co.cook.mn.us

218 387 3676

CC:

Pat Eliassen- County Sheriff

Jeff Cadwell- County Administrator

**Cook County
Request for Time**

e-mail form

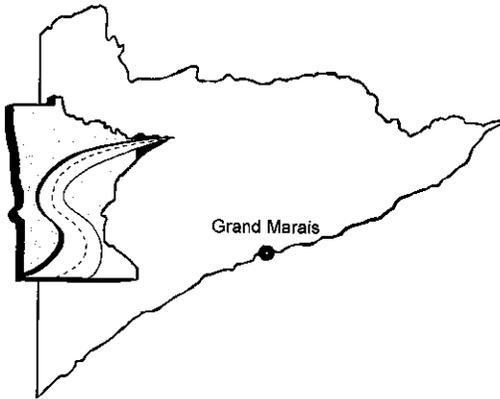
Before the Board of Commissioners

9.C.

1.	a. Topic or Issue: (As should be listed on agenda) Highway Department Out of Class Appointments	b. Requested Date: September 13, 2016	c. Amount of time with Board 10 minutes	Consent Agenda <input type="checkbox"/>
2.	a. Person requesting/presenting Jeff Cadwell	b. Phone: 387-3687	c. Email: jeff.cadwell@co.cook.mn.us	
3.	a. Departments affected: Highway	b. Department Head: David Betts	c. Dept been contacted? yes	
4.	a. Has the Board addressed this before? Yes	b. If so, When? February 2016	c. What was the result? Board approved out of class appointments	
5.	Are there other individuals or departments that will be affected by this matter and if so, who? Have they been notified?			
6.	BOARD ACTION REQUESTED (detail what you seek from the board, including motion/vote): Recommend that the board approve the extension of the out of class appointments for both Charlie Sawyer and Lisa Sorlie for another six month period or until key positions in the highway department are filled.			
7.	BACKGROUND AND JUSTIFICATION (please be clear and concise; this information will be communicated to the public; and please attach ANY relevant supporting documentation you wish the Board to consider). Both appointments are the result of disability leave of the Highway Maintenance Supervisor and the vacancy in the Assistant Highway Engineer.			
8.	How will this request affect the County Budget?			
9.	Have funds been budgeted/allocated for this request?			
10.	If funds have been budget or allocated, please give details (i.e., levy, grants, general fund, department budget, or some combination; fully budgeted or partially budgeted; etc.):			

COUNTY STAFF INFORMATION

Meeting Date Set:	Agenda Item Number:
Auditor-Treasurer Contacted: YES <input type="checkbox"/> NO <input type="checkbox"/> N/A <input type="checkbox"/>	County Attorney Contacted: YES <input type="checkbox"/> NO <input type="checkbox"/> N/A <input type="checkbox"/>



Cook County Highway Department

609 East 4th Ave
Grand Marais, Minnesota 55604-2308
Phone (218) 387-3014 Fax (218) 387-3012

MEMO

TO: Jeff Cadwell
County Administrator

FROM: David L. Betts, P.E. 
County Highway Engineer

DATE: August 19, 2016

RE: Maintenance Foreman Assignment
Charlie Sawyer

As you know, Charlie Sawyer has been filling the position of Maintenance Foreman on an out-of-class basis since February 10, 2016. Charlie has done a fantastic job in his capacity as the Maintenance Foreman and, as such, has provided much needed coverage during a difficult time.

The Highway Department remains in a state of flux due to the continuing absence of Maintenance Supervisor Russell Klegstad. Given that, I would like to invoke Article 5, Management Rights, Section 1 (see below) of the 2016 Labor Agreement with the Local No. 49, International Union of Operating Engineers, AFL-CIO, and continue Charlie's out-of-class assignment to the Maintenance Foreman position until the Maintenance Supervisor is back full-time. To that end, I would appreciate your assistance in bringing this forward to the Board of Commissioners.

Section I. The Employer retains the full and unrestricted right to operate and manage all manpower, facilities and equipment; to establish functions, policies and programs; to set and amend budgets; to determine the utilization of manpower and technology; to establish and modify the organizational structure; to select, assign, direct and determine the number of personnel; to establish work schedules and to perform any managerial function not specifically limited by this Agreement. All right and authority which the Employer has not specifically abridged, delegated or modified by expressed provisions in this Agreement are retained by the Employer.

If you have any questions or comments, please let me know.

/ls

**Cook County
Request for Time**

e-mail form

Before the Board of Commissioners

9.D.

1.	a. Topic or Issue: (As should be listed on agenda) Administrator Update	b. Requested Date: September 13, 2016	c. Amount of time with Board 10 minutes	Consent Agenda <input type="checkbox"/>
2.	a. Person requesting/presenting Jeff Cadwell	b. Phone: 387-3687	c. Email: jeff.cadwell@co.cook.mn.us	
3.	a. Departments affected: all	b. Department Head:	c. Dept been contacted?	
4.	a. Has the Board addressed this before?	b. If so, When?	c. What was the result?	
5.	Are there other individuals or departments that will be affected by this matter and if so, who? Have they been notified?			
6.	BOARD ACTION REQUESTED (detail what you seek from the board, including motion/vote): Position updates Class Comp Study			
7.	BACKGROUND AND JUSTIFICATION (please be clear and concise; this information will be communicated to the public; and please attach ANY relevant supporting documentation you wish the Board to consider).			
8.	How will this request affect the County Budget?			
9.	Have funds been budgeted/allocated for this request?			
10.	If funds have been budget or allocated, please give details (i.e., levy, grants, general fund, department budget, or some combination; fully budgeted or partially budgeted; etc.):			

COUNTY STAFF INFORMATION

Meeting Date Set:	Agenda Item Number:
Auditor-Treasurer Contacted: YES <input type="checkbox"/> NO <input type="checkbox"/> N/A <input type="checkbox"/>	County Attorney Contacted: YES <input type="checkbox"/> NO <input type="checkbox"/> N/A <input type="checkbox"/>

**Cook County
Request for Time**

e-mail form

9.E.

Before the Board of Commissioners

1.	a. Topic or Issue: (As should be listed on agenda) Budget Update	b. Requested Date: September 13, 2016	c. Amount of time with Board 30 minutes	Consent Agenda <input type="checkbox"/>
2.	a. Person requesting/presenting Jeff Cadwell	b. Phone: 387-3687	c. Email: jeff.cadwell@co.cook.mn.us	
3.	a. Departments affected: all	b. Department Head:	c. Dept been contacted?	
4.	a. Has the Board addressed this before? YES	b. If so, When? August, 23, 2016	c. What was the result? Board created budget committee	
5.	Are there other individuals or departments that will be affected by this matter and if so, who? Have they been notified?			
6.	BOARD ACTION REQUESTED (detail what you seek from the board, including motion/vote): Review the work of the budget committee to date. Provide feedback and direction to the committee working towards the goal of approving a preliminary budget levy on September 27, 2016			
7.	BACKGROUND AND JUSTIFICATION (please be clear and concise; this information will be communicated to the public; and please attach ANY relevant supporting documentation you wish the Board to consider). Budget committee met on August 29 and September 9, 2016			
8.	How will this request affect the County Budget?			
9.	Have funds been budgeted/allocated for this request?			
10.	If funds have been budget or allocated, please give details (i.e., levy, grants, general fund, department budget, or some combination; fully budgeted or partially budgeted; etc.):			

COUNTY STAFF INFORMATION

Meeting Date Set:	Agenda Item Number:
Auditor-Treasurer Contacted:	County Attorney Contacted:
YES <input type="checkbox"/> NO <input type="checkbox"/> N/A <input type="checkbox"/>	YES <input type="checkbox"/> NO <input type="checkbox"/> N/A <input type="checkbox"/>



Arrowhead Library System 11.A.

5528 Emerald Ave. • Mountain Iron, MN 55768-2069 • 218-741-3840 • www.alslib.info

GOVERNING BOARD

Marcia Anderson
Grand Rapids
Public Libraries

Steve Bean
Grand Rapids
Academic Libraries

Patricia Brandstaetter
Cloquet
Carlton County

Amanda Houle
Two Harbors
School Libraries

Dennis Jerome
Grand Rapids
Itasca County

Brad Jones
Two Harbors
Lake County

Virginia Katz
Duluth
St. Louis County

Patrick Layman
Aurora
St. Louis County

Marge McPeak
Tower
St. Louis County

Ron Norby
International Falls
Koochiching County

Ron Rudd
Baudette
Lake of the Woods County

Audrey Stattelman
Hovland
Cook County

Christopher Welter
Hermantown
Special Libraries

August 15, 2016

Board of County Commissioners
Cook County Courthouse
411 W 2nd St.
Grand Marais, MN 55604

Attn: Braidy Powers, County Auditor

Dear Board of Commissioners:

This is to notify you that the current term of Patrick Layman, who represents Cook County on the Arrowhead Library System Governing Board, will expire December 31, 2016. Please send me at your earliest convenience, but no later than November 15, 2016, the name of your appointee for the January 1, 2017 to December 31, 2019 term.

Ms. Stattelman is eligible for another full three-year term and has indicated a willingness to serve another three-year term. If I can be of any assistance in your search process, or if you have questions about the duties of ALS Board members, please contact me.

Sincerely,

Jim Weikum
Executive Director

JW:mb

pc: Dennis Jerome, Audrey Stattelman

Mission Arrowhead Library System enhances the value of all types of libraries to their communities by cultivating collaboration, technological innovation, and professional development; and enriches the quality of life by providing direct services for those without a public library and access to electronic resources for all people in northeastern Minnesota.



COOK COUNTY TENNIS ASSOCIATION

11.B.

P.O. Box 34
Grand Marais, MN 55604
www.cookcountytennis.org
www.cookcounty.usta.com

August 24, 2016

Heidi Doo-Kirk, Chair, Cook County Board of Commissioners
411 W. 2nd Street
Grand Marais, MN55604

Dear Heidi,

On behalf of the CCTA and tennis players living in and visiting Cook County, I wish to express our appreciation to the County Board of Commissioners for the expenditure of funds to reconstruct the 2 tennis courts in the Cook County Tennis Court Complex.

It is gratifying to observe the County Commissioners undertaking the task to keep county recreational facilities well maintained so that adults and youth living in the county and those visiting have a an excellent recreational venue.

The CCTA applauds the cooperation of the County and City in projects that benefit the youth and adults in the county and at the same time provide tourists visiting our area worthwhile recreational opportunities.

The CCTA pledges to provide excellent tennis programs for adults and youth living and visiting the county as provided in the Memorandum of Understanding between the county and the CCTA.

Congratulations on providing the excellent tennis facility - The Cook County Tennis Court Complex.

Sincerely,


Bill Hennessy



NOTICE OF COMMISSION MEETING

Issued: September 2, 2016

The items listed on the attached agenda will be heard at the Commission's regularly scheduled meeting.

DATE: Thursday, September 15, 2016

TIME: 9:30am

LOCATION: Public Utilities Commission Large Hearing Room
121 7th Place East, Suite 350
St. Paul MN 55101-2147

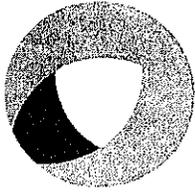
DIRECTIONS: Visit mn.gov/puc or
Call 651-296-0406 or 1-800-657-3782, Option 3

Occasionally items may need to be rescheduled. Commission staff will make all reasonable efforts to notify you if your item is rescheduled. However, if you wish to confirm this hearing date, please visit mn.gov/puc or call 651-296-0406 or 1-800-657-3782.

Bad weather? Find out if a meeting is canceled. Call (toll-free) 1-855-731-6208 or 651-201-2213 or visit mn.gov/puc

Change your mailing preferences: E-mail docketing.puc@state.mn.us or call 651-201-2234

The Commission hearing rooms have wheelchair access. If other reasonable accommodations are needed to enable you to fully participate in a Commission meeting (e.g., sign language or large print materials), please call 651-296-0406 or 1-800-657-3782 at least one week in advance of the meeting. Persons with hearing loss or speech disabilities may call us through their preferred Telecommunications Relay Service.



**Minnesota Public Utilities
Commission
Meeting Agenda**

121 7th Place East
Suite 350
Saint Paul, MN
55101-2147

Thursday, September 15, 2016

9:30 AM

Large Hearing Room

INTRODUCTION

ORAL ARGUMENT ITEMS

DELIBERATION ITEMS

DECISION ITEMS

1. Details 2016-173

* **P999/PR-16-8**

**Local Exchange Companies;
Eligible Telecommunications Carriers**

In the Matter of Annual Certifications related to Eligible Telecommunications Carriers' (ETCs) Use of the Federal Universal Service Support required pursuant to C.F.R. §54.313.

Should the Commission approve all petitioning ETCs' requests for high cost support certification? (PUC: **McCarthy**)

2. Details 2016-167

** **E002/M-16-420;
E002/GR-15-826**

Xcel Energy

In the Matter of the Petition of Northern States Power Company d/b/a Xcel Energy for Approval of a Revised Competitive Response Rider Tariff and a Revised Competitive Response Rider Agreement with Gerdau Ameristeel US, Inc.

In the Matter of the Application of Northern States Power Company for Authority to Increase Rates for Electric Service in the State of Minnesota.

Should the Commission approve Xcel Energy's revised Competitive Market Rider Tariff and Competitive Market Rider Agreement ("Agreement") with Gerdau Ameristeel US, Inc ("Gerdau")?

Should the Commission exempt Gerdau from any interim rate increases proposed in Xcel's pending rate case, Docket No. E-002/GR-15-826? (PUC: **Kaml**)

3. Details 2016-168

* **E017/M-16-507**

Otter Tail Power Company

In the Matter of the Petition of Otter Tail Power Company for Approval of an Electric Service Agreement with Potlatch Land & Lumber LLC (PUC: **Kaml**; DOC: **Zajicek**)

4. Details 2016-158**** E015/M-16-564 Minnesota Power**

In the Matter of a Revised Petition by Minnesota Power (MP) for a Competitive Rate for Energy-Intensive Trade-Exposed (EITE) Customers and an EITE Cost Recovery Rider.

1. Should the Commission approve, modify, or reject Minnesota Power's proposed EITE Rate Rider pursuant to Minn. Stat. § 216B.1696?
2. Should the Commission approve, modify, or reject Minnesota Power's proposed EITE Cost Recovery Rider at this time or defer the matter to Minnesota Power's next general rate case? (PUC: O'Grady, Kaml)

5. Details 2016-159**** E017/M-16-533 Otter Tail Power Company**

In the Matter of a Petition by Otter Tail Power (OTP) for a Competitive Rate for Energy-Intensive Trade-Exposed (EITE) Customers and an EITE Cost Recovery Rider;
In the Matter of a Petition by Otter Tail Power (OTP) for a Competitive Rate for Energy-Intensive Trade-Exposed (EITE) Customers and an EITE Cost Rider.

1. Should the Commission approve, modify, or reject Otter Tail Power's proposed EITE Rate Rider pursuant to Minn. Stat. § 216B.1696?
2. Should the Commission approve, modify, or reject Otter Tail Power's proposed EITE Cost Recovery Rider at this time or defer the matter to Otter Tail Power's next general rate case? (PUC: O'Grady, Kaml)

ADJOURNMENT

* One star indicates agenda item is unusual but is not disputed.

** Two stars indicate a disputed item or significant legal or procedural issue to be resolved. (Ex Parte Rules apply)

Please note: For the complete record, please see eDockets

You're Invited!

North Shore Housing & Community Dialogue

Join USDA Rural Development, Greater Minnesota Housing Fund, MN Department of Employment and Economic Development and Minnesota Housing along with local and statewide stakeholders for an affordable housing discussion.

Monday, September 19 | 10:00 a.m.-3:00 p.m.
North House Folk School - The Red Building
500 West Highway 61, Grand Marais, MN 55604

Purpose

The North Shore has a wide variety of housing challenges and community needs. This Housing & Community Dialogue is designed to engage a broad network of stakeholders for tactical discussions about specific affordable housing needs in communities in Cook and Lake Counties.

Agenda

- 10:00 a.m. - Welcome, Housing Trends, Introductions
- 11:00 a.m. - Local Perspectives Panel
- 12:00 p.m. - Lunch and Agency Overviews
- 1:00 p.m. - Afternoon Working Sessions
- 2:15 p.m. - Next Steps

Registration

The Dialogue is free and open to the public. Register online by Friday, September 16.

[Register](#)

 [Find us on Facebook](#)

 [Follow us on Twitter](#)

 [Join us on LinkedIn](#)

Custom Building and Designing
Remodeling and Repair
Marine Supplies
Boat Hardware
Paint and Varnish

MARINE ENGINES

OVERLOOK

Cook County Historical Society Fall 2016

GENERAL WOODWORKING
TO YOUR ORDER:
Cabinets
Furniture
Millwork
Novelties

North Shore Boat Works

Boat builders once abounded on Lake Superior's North Shore. Commercial fishermen often built their own boats, but there were certain builders—now remembered for their special skills—who were sought out by others to build a quality craft. Ted Sandstrom stands among earlier names like LaPlante, Croft, Scott, Ronning, Hill as a go-to boat builders. From the mid-1940s until his death in 1958, Ted built over 60 boats at North Shore Boat Works. His daughter, Jean, shared the following:

My dad, Ted Sandstrom, was the oldest of five children and was born in Moorhead, MN in 1904. He grew up in Minneapolis [and continued to] live and work there until 1946 or 1947. He was a superb woodworker and had been foreman of the pattern shop at Electric Machinery in Minneapolis. My dad loved the North Shore and always wished to live there. He wanted to work in his medium, and we moved to Lutsen to my mother's property by Spruce Creek so he could start the business.

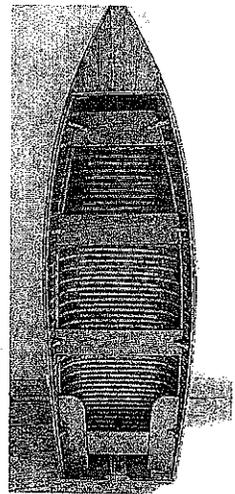


Ted V. Sandstrom

My mother was Hazel Seglem, daughter of Bernhart Seglem and Helen Hall, of Lutsen. They met at Jonvik's Store by Spruce Creek while he was with his old friend Bud Smith whose family had a summer cabin on the lake next to my aunt's property. We were a virtual 'family complex' at Spruce Creek: my Aunt Edna and Uncle Gust Johnson on the west side of the creek; my Grandma Jentoft in the middle [Hazel remarried Mogens Jentoft after Bernhart died in 1926]; my mother's property on the east side of the creek; and my Grandma Regina Sandstrom [Ted's mother] between Grandma Jentoft and our house.

My dad's fine craftsmanship showed on any wood he could lay his hands on. I have two violins that he made while still in Minneapolis. They have been judged as concert quality. He even made his own glue! He also was a custom cabinet maker making the cabinets in the old Midway garage, the kitchen cabinets in the Sherman Benson home, and the lectern, pulpit and altar in the old Congregational Church.

He had built custom boats in his spare time prior to starting the business. His primary boat was the same as the model left to the Museum [shown on right], although he also made small skiffs for sport fishing. He also made some very lightweight boats covered with fiber glass that were ideal for fishing in shallow areas. I always called them the 'beaver dam' boats.



Model on display at Museum

Mostly, my dad worked alone with my mother as his main assistant. In the early years, Carl Seglem, my mom's cousin worked for him, as did Darrell Holte, and Harold Moe who, of course, became well-known for wonderful woodworking. I was occasionally 'hijacked' into helping by doing some sanding in the shop. Otherwise my job was to cut 'kindling wood' on the band saw! My mother worked with him quite a lot, and I was the housekeeper for at least one whole summer—in charge of my younger sister.

He made boats like the model for Tommy Eckel, Millard Holmberg (Lutsen summer resident), and A.L.E. Peterson from the old Peterson Drug Store. There were many others [see ledger in center pages of this publication]. He also did repair work on different boats including one large cabin cruiser that belonged to a Fletcher that I was on once and was so very impressed as a little kid.

He did work for a man by the name of Gallagher who had an entire island on Gunflint Lake before the Boundary Waters took it over. I think Mr. Gallagher was connected with Butternut Coffee in some way. They had a virtual Swiss Chalet on that island. I think most of their boats were used for sport fishing or pleasure boating. I know that Tommy Eckel used his for commercial fishing. Some of the boats were fixed with steering wheels in the front just like our speed boats today.

I was only 15 when my dad died. He had heart problems that were unknown to him until shortly before he died. My mother sold her property, and the shop was torn down. I drove past the old place this summer, and the only thing I recognized was the old garage that he built to house the school bus that he drove from about 1952-1955 when I went to Tofte School.

INSIDE THIS ISSUE	
Page 2	SOCIETY NEWS
Page 3	JOHNSON HERITAGE POST
Page 6	RECENT EVENTS

(NORTH SHORE BOAT WORKS on page 4-5)

PRESIDENT'S REPORT

Labor Day is almost here. What a wonderful summer! I want to thank all volunteers, the directors of JHP and Museum and other staff.

I especially want to thank the members of the Task Force group who are doing a great job studying five books and bringing suggestions to the board to improve the workings of a small museum.

I've really, really enjoyed my three years as President. Thanks!

I enjoyed the Old Timers Gathering. Watch for our September 29th Annual Dinner advertisement. You will need to make reservations and prepay for your meal.

Alta McQuatters
CCHS President



(Above) Dorothy Whipkey, Nancy Dalbec, and Doris Peterson identify people in photos

(Below) Robert Morris shares photo album with Alta McQuatters and the Society



A GREAT GATHERING

A wonderful time was had at the revived Old Timers Gathering put on by the Society at the Cook County Senior Center. Not only were there reunions of friends and family, but in attendance were multiple generations. Grandparents, their children and grandchildren were there sharing memories about life in Cook County.

The Museum brought several photographs that needed identification - and this group helped immensely. It was fun for all to share and remember. Thank you very much to all that attended and those who helped make it possible. See you next year!

Clarification from Summer 2016 "Museum Mysteries"

Helmer Nelson was an early settler in the Grand Portage Reservation area, however the settlement known as Mineral Center got its name later when Peter Linnell established a post office in 1918.

THE HISTORICAL SOCIETY IS "GETTING WITH THE TIMES"

With summer wrapping up in a hurry, the town is starting to quiet down. School will be starting in the next couple weeks and before you know it we will be watching the leaves change their colors only to begin to "fall."

Although our summer hours continue through October, visitor numbers will start to dwindle at the Museum but with our new *social media* accounts we can hope to keep people's interest in Cook County history. Since we are "getting with the times," we have created *Twitter* and *Instagram* accounts to bring our history to the World Wide Web. While it has only been a couple of months since we started the accounts, we have already acquired 81 followers total. We hope people are enjoying the photographs we have shared and, if you haven't seen them, please take a look! If you have an *Instagram* or *Twitter* account please be sure to follow us. Just a side note - you do not need to have an account of your own to peruse our "tweets" or "instapics" so if you're by a computer go ahead and take a peek.

<https://twitter.com/CookCtyHistory> or search: @CookCtyHistory

<https://www.instagram.com/cookcountyhistoricalsociety/>
or search: cookcountyhistoricalsociety

COOK COUNTY HISTORICAL SOCIETY

Alta McQuatters	President
Barb Backlund	Vice President
Eleanor Waha	Treasurer
Bob Pratt	Secretary
Carrie McHugh	Museum Director
Don Davison	JHP Director

Historical Society Board Members:

Doug Anderson, Wayne Anderson, Duane Ege, Dean Einwalter, Gene Erickson, Hal Greenwood, John Jacobsen, Mary Ann Gagnon, Patty Nelson, David Peterson, and Leonard Sobanja

Honorary Members:

Howard Sivertson and Herb Hedstrom

County Representative: Garry Gamble

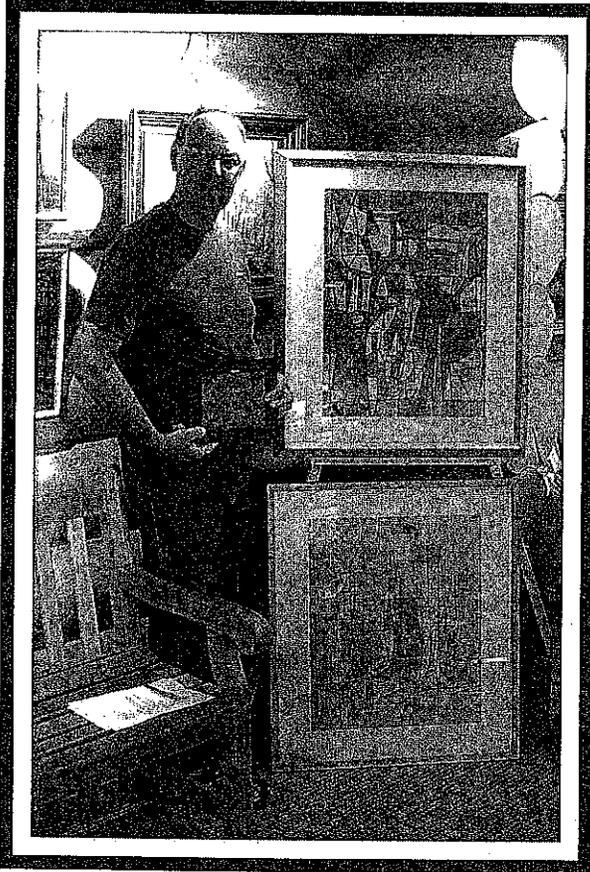
All rights are reserved
in this 2016 issue of the *Overlook*



Johnson Heritage Post Art Gallery

15 WISCONSIN ST. in Grand Marais
jhp@boreal.org (218-387-2314)
www.JohnsonHeritagePost.org

MORRISON PAINTINGS DONATED TO JHP



Carl and Jean Stueland donated three George Morrison paintings to Johnson Heritage Post in August. The pieces are titled "Shell and Starfish," "Cap d'Antibes," and one piece is untitled.

JHP Director Don Davison said that this is a welcome and generous gift, and the paintings will be displayed with the Permanent Collection later this year. Thank you!

GENE RITCHIE MONAHAN RETROSPECTIVE

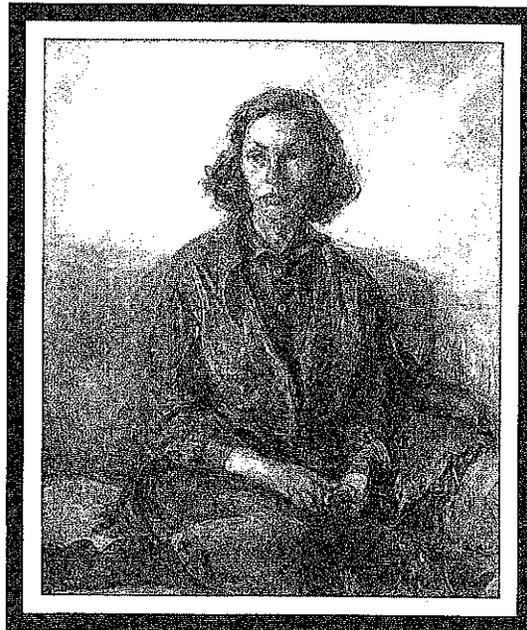
A retrospective exhibition and sale of works by the late Ranier (Minnesota) artist and teacher Genevieve "Gene" Ritchie Monahan will begin Friday at the Johnson Heritage Post Gallery in Grand Marais. It will run through Sept. 11.

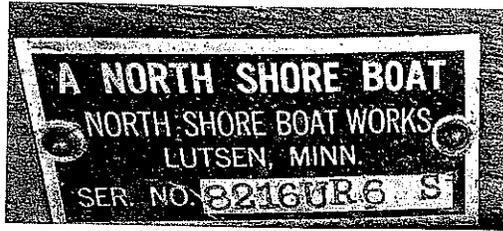
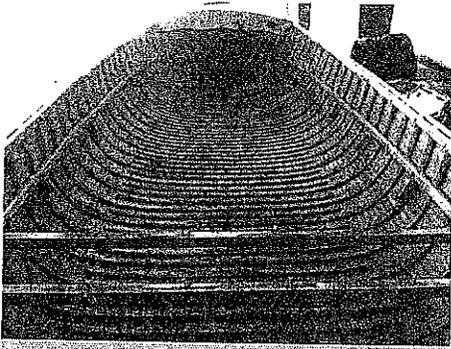
The exhibition, featuring about 70 works in oil, will include North Shore seascapes and landscapes, and the soulful, impressionistic portraits for which Monahan was best known.

It will showcase two of her earlier self-portraits, one of which earned her the first of many national awards. The acclaimed painting became the cover image for an edition of "The Art Digest" in 1931.

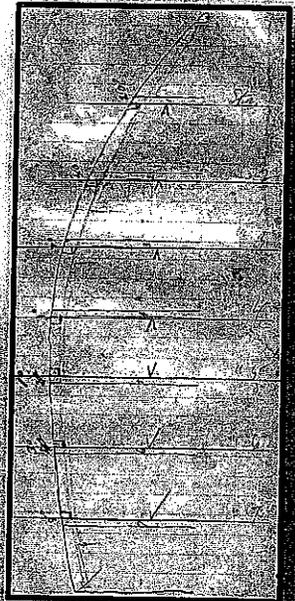
The show includes "Ariel with Red Slippers," which won first prize in portraiture at the 1962 National League of American Pen Women's biennial exhibition at the Smithsonian National Gallery of Art in Washington, D.C.

It is the first retrospective on Monahan's work since her death, said her daughter, Jean Monahan Kelly, who summers in Ranier, Minnesota, on Rainy Lake.

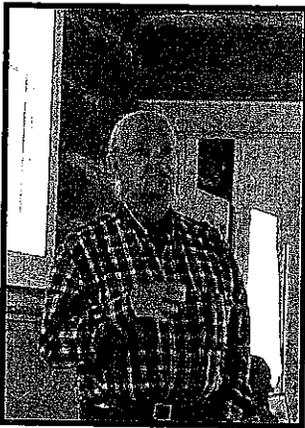




Gregg Strathy, son-in-law of Isak Hansen, is working on restoration of this boat (left) originally built for Millard Holmberg



35	4616UR8D	Picha-Lutsen	6-27	Strip plank deck
36	4616UR9D	H.C. Brown Sea Gull	6-27	" " "
37	4714BV5P	Gapin Hungry Jack	7-2	
38	4714BV6P	Cole - Pike Lake	7-15	
39	412R4OR-T	Nels Wick	12-19	24' Trout Boat
40	5510UR4S	Nels Wick	5-50	Special 16'
41	5516UR10D	Wm. Bally	5-50	Strip deck
42	5714BV7P	Gapin Hungry Jack		
43	5814BX8P	Big Lake - Lutsen		
44	6614BV8P	Mona Tofte		Sold by to Mrs. A.P. Galt - Aug. 1952?
45	6614BV11PS	Gapin Hungry Jack		
46	6714BV11PS	" "		
47	6814BV12P	Gapin Hungry Jack		Gapin - Hungry Jack?
48	5914Gull11D	Nodal Gull Bob Peterson		Grand Marais
49	6914Gull12D	Frank Levaug		St. Paul Aug. 1954
50	7316UR5S	Tom Eckel Sr.		Special - see note section
51	71214Gull13	Ev. Bushman G.M.		60" deck
52	8216UR6S	M.H. Holmberg, Redwood Falls		Special - see note section
53	8616UR7S	J.H. Torgerson Wood Harbor		Special top net boat
54	8616UR8S	R.H. Green Tabors Harbor		Special sport runabout
55	8912OR1P	Olson		12' cedar & spruce 55"
56	81018UK3W	A.C. Olson - Lutsen		Skiff - 16' keel - 17' 6 1/2" O.A. Beam 68"
57	8116UR9S	Wm. Williamson Jr.		Special top net boat - bow locker 16x16
58	9118UK4W	T. Eckel Jr. Gr. Marais		Skiff - 16' keel
59	9212DR2P			12' Cartop Monroes Fiberglass 62"
60	10514BV13S	Gapin Gateway Lodge		4 seats instead of 3 Std
61	10514BV14S	" " "		do
62	1010UK5W	T. Eckel Jr. Marais		Chine piece 34x2 1/2"
63	10612DR3P	J. Wilcox		12' cartop - 2 seats & thwart - fiber glass 60"
64	101016UR10S	John Skodberg Kufe River		Same as 98 above - Top net boat



Bob Swanson and Staci Drouillard are relatives with roots at Chippewa City. Bob shared stories and poetry written by his mother while Staci read from the book she is working on that explores the area's past through oral histories she conducted.

Happy Planked Trout Dinner Guests - thanks for your support!



In the final weeks of their high school shop class, Jaret Baker and Leo Johnson modified an existing display case for use in our expanded gift store - thanks guys!



An impromptu "junk" band formed at Ballys on the Saturday of Fisherman's Picnic - inspired by Chris Gillis and the Grand Marais Music Collaborative. Thank you to all who joined in the rhythmic ruckus! A train steam whistle found among the Bally collection was part of the entertainment.



HISTORICAL HUNT - GREAT FUN!

Even though the weather wouldn't cooperate, the Cook County Historical Scavenger Hunt was a big success! Saturday, August 20th with the clouds glooming and the rain pouring, 32 groups of local residents and visiting tourists completed the scavenger hunt with a smile. Belle Janicek won the \$100 cash prize for being the first person to finish with all the correct answers.



Liz Davis, who planned the event, gives prizes

We send a big thank you to the Grand Marais Area Tourism Association (GMATA) for providing the grant which funded

this event, and due to generous sponsorships from local businesses, every person who played the hunt won a prize. Even with the rain and gloom, everyone left the Museum happy. Players were impressed by the "Historical Hunt" and a few people asked if we would be doing another event in the future. With such a great turnout, we have decided to host another hunt. If you missed out this time, follow us on our new social media sites for your next chance to "join the hunt."



Belle and Ian, mother and son team came in first place—congrats!

IOLA WOTIJIAK



The Museum was very lucky to have had Iola Wotijiak as a wonderful and dedicated front desk volunteer for many years. She was so welcoming to visitors with her cheery smile. Iola made me feel right at home when I joined the CCHS staff, and when I moved to Hovland, she was quick to tell about her life there in earlier days. I will always remember her telling me about how she drove the school bus which also served as their logging truck when not transporting kids to school.

I intended time and again to sit down with a recorder and interview Iola, and I am very sad to say I missed my chance. She passed away in August this summer. We send condolences to her family.

If you have stories to share about Iola, please contact the museum. We welcome volunteers to help us conduct these oral histories. Come record the stories of someone you know.

-Carrie McHugh, Museum Director

Become a member of the Cook County Historical Society Museum or Johnson Heritage Post today!
Benefits include: free admission, invitations to openings, quarterly newsletter and 10% discount on book sales.

**COOK COUNTY HISTORICAL SOCIETY
MEMBERSHIP**

We invite you to join our society, supporting its museum and our ongoing projects. Please select a category below:

- \$20.00 Individual Membership
- \$30.00 Family Membership
- \$50.00 Sustaining Membership
- \$100.00 Commercial Membership
- \$200.00 Patron Membership
- \$500.00 Lifetime Membership

(a portion of your membership is tax-deductible)

- \$ _____ General Fund Donation
- \$ _____ Endowment Fund Donation (\$500+)

(donations are 100% tax-deductible)

Please clip and return this form along with your check to:
Cook County Historical Society,
P.O. Box 1293, Grand Marais, MN 55604

Name: _____

Address: _____

City, State: _____

Phone: _____

E-mail: _____

Please send my Overlook newsletter by email

**JOHNSON HERITAGE POST
ART GALLERY MEMBERSHIP**

Your membership is very important to JHP. Join today!

- \$20.00 Individual Membership
- \$30.00 Family Membership
- \$50.00 Sustaining Membership
- \$100.00 Commercial Membership
- \$200.00 Patron Membership
- \$500.00 Lifetime Membership

(a portion of your membership is tax-deductible)

- \$ _____ General Fund Donation
- \$ _____ Endowment Fund Donation (\$500+)

(donations are 100% tax-deductible)

Please clip and return this form along with your check to:
Johnson Heritage Post,
P.O. Box 35, Grand Marais, MN 55604

Name: _____

Address: _____

City, State: _____

Phone: _____

E-mail: _____

Please send my Overlook newsletter by email

Preserving Cook County's History for Future Generations
OUR MISSION: The Society shall collect, preserve, and share knowledge about the history of Cook County and relate it to the history of the State of Minnesota.

COOK COUNTY HISTORICAL SOCIETY
P.O. Box 1293
Grand Marais, MN 55604
www.cookcountyhistory.org
history@boreal.org
218-387-2883

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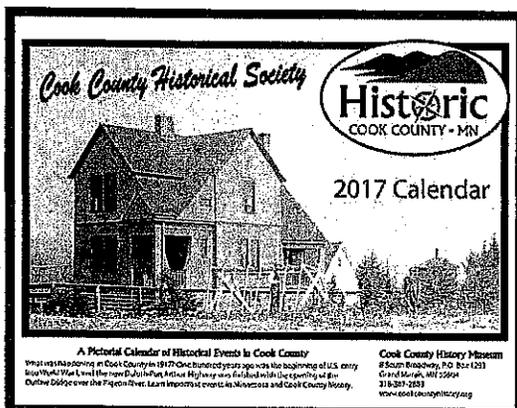
ANNUAL MEETING & VOLUNTEER APPRECIATION DINNER SEPTEMBER 29, 2016

Time/Schedule: Thursday, September 29, 2016—Reservations due: September 21, 2016 *
Dinner begins at 5:30 p.m.

Location: Cook County Community Center

Buffet including fishcakes, pork tenderloin w/fall compote, red potatoes, glazed carrots, garden and pasta salads, beverage and dessert — \$25 per person

* Please make your *paid* reservation before September 21, 2016



MUSEUM IS OPEN

October—May

Fridays 1-4 pm & Saturdays 10 am-2 pm
(closed weekends of Dec. 23-24 and 30-31)

Please, call ahead for research or special tours.

GIFT IDEA!

Dorie Carlson with a Thrivent grant produced a 2017 calendar with historic photos and facts. We hope that income from this project will enable us to make history calendars for years! \$10 - contact us to get yours!

**Cook County Historical Society Board Meeting
Agenda
September 12, 2016**

1. 9:00 a.m.
 - a. Call to Order
 - b. Roll call
 - c. Additions to Agenda
 - d. Approval of Agenda
2. Approval of Minutes
3. Approval of Treasurer's Report
4. Old Business:
5. New Business
6. President's Report
7. Directors' Reports
 - a. JHP
 - b. Museum
8. Committee Reports
9. Schedule upcoming committee meetings
10. For the Good of the Order
11. Adjourn

**Minutes of the August 8, 2016 meeting of
The Cook County Historical Society**

The meeting was called to order at 9:00 o'clock a.m.

Present: Attending were Alta McQuatters, Barb Backlund, Hal Greenwood, Gene Erickson, Wayne Anderson, Bob Pratt, Duane Ege, John Jacobson, Commissioner Garry Gamble, and Eleanor Waha. Absent were Mary Ann Gagnon, David Peterson, Leonard Sobanja, Doug Anderson, and Patty Nelson. Also present were Dorie Betts, Director Don Davison, and Task Force members Leah Thomas, Linda Lamb, Ivy Hocking, and Marland Hansen. Also present was Jerritt Johnson of True North Consultants in Ely.

1. The first item on the Agenda was discussion of the Capacity Building Grant and Recommendations.
 - a. The issue of board member attendance and "excused" absences was discussed at length. The issue was tabled until the next regular meeting and the Task Force will discuss and make a recommendation.
 - b. Board Size. The recommendation is to reduce the board from 17 to 15 in 2016; 13 in 2017, and 11 in 2018. Motion by Gene Erickson, seconded by Hal Greenwood, to approve the recommended board size in the by-laws. Ayes all.
 - c. Term Limits. Motion by Gene, seconded by Hal, to amend the by-laws to reflect the Task Force Recommendation: Board members can serve 2 three-year terms, with a phase-in as presented. Current Board members will be considered to have served one three-year term. Ayes all.
2. A donor is interested giving several historic boats and other historic fishing artifacts to the Society. Right now, storage would be a problem, but not an insurmountable one. Interested members will review photographs of the items and make a recommendation at the September meeting.
3. Dues. The following dues structure was recommended at the special meeting in July:

There was strong sentiment expressed that the membership dues for the Society and JHP be consistent, as follows:

- a. \$20 Individual
- b. \$30 Couple/Family
- c. \$50 Sustaining
- d. \$100 Commercial
- e. \$200 Patron
- f. \$500 Lifetime

g. Another category for donations in any amount would also be listed in written materials.

Motion by Hal Greenwood, seconded by John Jacobson, to approve the recommended dues structure. Ayes all.

4. Bally's Blacksmith Shop.

- a. Duane Ege is documenting changes and improvements in writing and with photographs.
- b. We should hear about a grant before mid-September.
- c. Historic Structures Report will have important guidance for restoration and improvements. An RFP is out for a consultant and responses are due shortly.

5. Planked Trout Dinner.

- a. Over \$1,000 was realized from the planked trout dinner organized by Gene Erickson. It took place during Grand Marais Art Colony's Art Festival in July.

Adjourned at 11:36 o'clock a.m.

Donald Davison, Recording Secretary



JOHNSON HERITAGE POST ART GALLERY

DIRECTOR'S REPORT
SEPTEMBER 2016

Morrison Paintings Donated to JHP

Carl and Jean Stueland donated three George Morrison paintings to Johnson Heritage Post in August. The pieces are titled "Shell and Starfish," "Cap d'Antibes," and one piece is untitled.

This is a most welcome and generous gift, and the paintings will be displayed with the Permanent Collection later this year. There is a photo in the fall newsletter.

Gene Ritchie Monahan Retrospective

Gene was born and raised in Duluth and spent many of her summers up the North Shore. She lived/worked/taught in Minnesota, Alaska, Colorado, and New York before eventually settling in Ranier, Minnesota, just east of International Falls.

She was famous for her portraits, but she also painted and drew landscapes and seascapes.

Her work has hung in The Smithsonian National Gallery, The Walker Art Gallery, Minneapolis Institute of the Arts, and her paintings are also in private collections throughout the world

The opening was well attended, and some people traveled thousands of miles to get here for the exhibit and stuck around for the weekend, so Friday, Saturday, and Sunday were busy!

The JHP committee has met and made preliminary selections for next year.

Parking has become a bigger problem this year, especially during festivals and special events. We will be beefing up our "Gallery Parking Only" and adding that violators will be towed at their expense. One spot will also be specifically reserved for volunteers.

Parking.

We will be posting new signs with sterner language and a notice that violators will be towed.

Page Views per Month

Month	Page Views	Change
August, 2016	831	+30%
July, 2016	641	+8%
June, 2016	596	+19%
May, 2016	499	+22%
April, 2016	408	-12%
March, 2016	464	+24%
February, 2016	374	-13%
January, 2016	429	+90%
December, 2015	226	-30%
November, 2015	321	-80%
October, 2015	802	+3%
September, 2015	781	+27%
August, 2015	617	
Total	6,989	

Museum Report: Cook County Historical Society, September 12, 2016

A number of board members and I went to David Hammer's Hovland place to see the artifacts and some of the boats he has available. He is very interested in helping come up with an exhibit space to show these items. Should we create a small ad hoc committee to pursue this conversation with David? This is a wonderful opportunity to represent an important piece of Cook County's history with very well cared for fishing artifacts of all kind ranging roughly from 1925-1965. Will have photographs and a list of boats at meeting.

Lloyd K. Johnson Grant: Bylaw change that were recommended at the last meeting must be voted on to be formally adopted. The task force decided to table the question regarding attendance at board meetings for future consideration. Also, the task force continues work toward the creation of manuals for both board and staff.

GMATA Grant: History Scavenger Hunt that Liz Davis (grant-funded Museum assistant) planned was a great success. Local business support was wonderful, and we had 32 groups of people/families participate! Would like to do this again either for the schools or one more weekend this fall... or both.

Bally Update: The grant we applied to MHS for partial payment of a Historic Structure Report was not awarded. The Historic Building Committee has recommended that we use our own designated funds to complete this required document. Two historic architects were selected from the four lowest estimates. It was recommended that we interview each and also follow up with MHS to ensure that whomever we choose meets their approval. Historic Building Committee will come with recommendation.

I am preparing a draft letter to the Minnesota Historical Society's Deputy Director of External Relations, Andrea Kajer. She directly oversees the State Historic Preservation Office (SHPO) and their grants office. The letter will summarize issues with our work at Ballys and our interactions with their offices while posing potential solutions for future work. If you would like a copy of the letter before the meeting – please contact the office 387-2883 / history@boreal.org.

If we are doing an end of the year fundraising letter this year, should we begin planning for that? What should our focus be?

I am making the front desk schedule for October – December. Anyone interested in a Friday 1-4 p.m. or Saturday 10 a.m. – 2 p.m. shift during these months?

REMINDERS

1. 2017 calendars for sale as fundraiser – please consider selling or buying them as Christmas gifts to support the Historical Society. \$10 each
2. Annual Meeting & Volunteer Appreciation: September 29 @ Community Center in GM, *Fishcakes!*, Roasted Pork Tenderloin w/fall compote, glazed carrots, red potatoes, garden & pasta salads, rolls, beverage & dessert \$25 per person — part of cost helps us buy volunteers a dinner in honor of all of their work and time! Some board spouses received invitations for their volunteer efforts in the last year – board members still pay for their own dinner. **RESERVATIONS REQUIRED BY SEPTEMBER 21**

Johnson Heritage Post
Balance Sheet
As of August 31, 2016

	<u>Aug 31, 16</u>
ASSETS	
Current Assets	
Checking/Savings	
Checking - Business	3,801.97
Checking - Money Market	12,283.93
Fund · Building Fund Money Market	25,770.46
Fund2 · Memorial Trust Fund	<u>2,252.41</u>
Total Checking/Savings	44,108.77
Accounts Receivable	<u>300.00</u>
Total Current Assets	44,408.77
Fixed Assets	679,791.33
Other Assets	
16000 · Endowment - Beneficial Interest	<u>353,279.00</u>
Total Other Assets	<u>353,279.00</u>
TOTAL ASSETS	<u><u>1,077,479.10</u></u>
LIABILITIES & EQUITY	
Equity	<u>1,077,479.10</u>
TOTAL LIABILITIES & EQUITY	<u><u>1,077,479.10</u></u>

Cook County Historical Society
Balance Sheet
As of August 31, 2016

August 31, 2016

ASSETS

Current Assets

Checking/Savings

Certificate of Deposit - GMSB \$ 6,675.70

Checking - GMSB \$ 768.52

Historic Building Fund - NSFCU \$ 68,185.96

Historic Building Reserve Fund \$ 23,064.39

Money Market - GMSB

Available Funds - Money Market \$ 78,004.55

Operating Reserve Fund \$ 48,965.40

Total Money Market - GMSB \$ 126,969.95

Rewards Account - NSFCU \$ 395.06

Share Savings - NSFCU \$ 164.30

Total Checking/Savings \$ 226,223.88

Accounts Receivable \$ 1,809.69

Inventory Assets \$ 2,017.64

Total Current Assets \$ 230,051.21

Fixed Assets \$ 9,035.08

Other Assets

Endowment Fund - Beneficial Interest \$ 264,380.98

Total Other Assets \$ 264,380.98

TOTAL ASSETS \$ 503,467.27

Available for buildings
Reserved for buildings

Some for buildings

Grand total of all bank accounts

LIABILITIES & EQUITY

Liabilities

Current Liabilities

Other Current Liabilities

Payroll Liabilities \$ 1,985.81

Sales Tax Payable \$ 93.67

Total Other Current Liabilities \$ 2,079.48

Total Current Liabilities \$ 2,079.48

Total Liabilities \$ 2,079.48

Equity \$ 501,387.79

TOTAL LIABILITIES & EQUITY \$ 503,467.27

COOK County Historical Society
Profit & Loss Prev Year Comparison
August 2016

	<u>August 2016</u>	<u>August 2015</u>
Income		
43200 · Sales Income	\$ 1,531.42	\$ 849.35
43300 · Direct Public Grants		
43340 · Nonprofit Organization Grants	\$ -	\$ 125.00
Total 43300 · Direct Public Grants	<u>\$ -</u>	<u>\$ 125.00</u>
43400 · Public Donations		
43445 · Door Donations	\$ 803.30	\$ 1,008.06
43450 · Donations and Contributions	\$ 100.00	\$ 600.00
43455 · Fundraising Special Efforts		
43457 · Blacksmith Shop Contributions	\$ -	\$ 4,133.00
43458 · Church Building Contributions	\$ -	\$ 200.00
Total 43455 · Fundraising Special Efforts	<u>\$ -</u>	<u>\$ 4,333.00</u>
Total 43400 · Public Donations	<u>\$ 903.30</u>	<u>\$ 5,941.06</u>
45000 · Investments		
45030 · Interest-Savings, Short-term CD	\$ 197.43	\$ 33.24
Total 45000 · Investments	<u>\$ 197.43</u>	<u>\$ 33.24</u>
47200 · Program Income		
47230 · Membership Dues	\$ 230.00	\$ 15.00
47240 · Research Service Fees	\$ 1,287.00	\$ 220.00
Total 47200 · Program Income	<u>\$ 1,517.00</u>	<u>\$ 235.00</u>
49000 · Special Events Income		
49010 · Special Events Contributions	\$ -	\$ 237.00
Total 49000 · Special Events Income	<u>\$ -</u>	<u>\$ 237.00</u>
Total Income	<u>\$ 4,149.15</u>	<u>\$ 7,420.65</u>
Cost of Goods Sold	<u>\$ 203.65</u>	<u>\$ 31.14</u>
Gross Profit	<u>\$ 3,945.50</u>	<u>\$ 7,389.51</u>

(CONTINUED ON NEXT PAGE)

9:53 AM
09/01/16
Accrual Basis

Johnson Heritage Post
Profit & Loss Prev Year Comparison
August 2016

	<u>August 2016</u>	<u>August 2015</u>
Income		
43400 · Direct Public Support		
43450 · Individ, Business Contributions	\$ 53.00	\$ 64.00
Total 43400 · Direct Public Support	<u>\$ 53.00</u>	<u>\$ 64.00</u>
45000 · Investments		
45030 · Interest-Savings, Short-term CD	\$ 4.49	\$ 5.39
Total 45000 · Investments	<u>\$ 4.49</u>	<u>\$ 5.39</u>
46400 · Other Types of Income		
46420 · Inventory Sales	\$ 2,592.35	\$ 995.49
Total 46400 · Other Types of Income	<u>\$ 2,592.35</u>	<u>\$ 995.49</u>
47200 · Program Income		
47230 · Membership Dues	\$ 100.00	\$ -
Total 47200 · Program Income	<u>\$ 100.00</u>	<u>\$ -</u>
Total Income	<u>\$ 2,749.84</u>	<u>\$ 1,064.88</u>
Gross Profit	<u>\$ 2,749.84</u>	<u>\$ 1,064.88</u>
Expense		
62800 · Facilities and Equipment		
62845 · Facility Repairs & Maintenance	\$ 21.38	\$ 144.00
62890 · Utilities	\$ 216.44	\$ 257.97
Total 62800 · Facilities and Equipment	<u>\$ 237.82</u>	<u>\$ 401.97</u>
65000 · Operations		
65020 · Postage, Mailing Service	\$ 47.00	\$ 42.00
65040 · Supplies	\$ 33.29	\$ 53.70
65050 · Telephone, Telecommunications	\$ 274.17	\$ 132.79
65060 · Credit Card Processing Fees	\$ 73.56	\$ 184.20
65065 · Bank Fees	\$ 9.48	\$ 10.40
Total 65000 · Operations	<u>\$ 437.50</u>	<u>\$ 423.09</u>
65100 · Other Types of Expenses		
65105 · Event Expenses	\$ 351.44	\$ 297.25
65110 · Advertising Expenses	\$ 221.00	\$ 202.00
65150 · Memberships and Dues	\$ 97.50	\$ 147.50
Total 65100 · Other Types of Expenses	<u>\$ 669.94</u>	<u>\$ 646.75</u>
66000 · Payroll Expenses		
66005 · Net Employee Wages	\$ 1,429.86	\$ 1,552.41
Total 66000 · Payroll Expenses	<u>\$ 1,429.86</u>	<u>\$ 1,552.41</u>
Total Expense	<u>\$ 2,775.12</u>	<u>\$ 3,024.22</u>
Net Ordinary Income	<u>\$ (25.28)</u>	<u>\$ (1,959.34)</u>

Carrier switch

Cook County Historical Society
Profit & Loss Prev Year Comparison
 August 2016

	<u>August 2016</u>	<u>August 2015</u>
Expense		
62100 · Contract Services		
62110 · Accounting Fees	\$ 10.79	\$ 8.63
62150 · Outside Contract Services	\$ -	\$ 934.80
62160 · Computer Contract Services	\$ 100.00	\$ -
Total 62100 · Contract Services	<u>\$ 110.79</u>	<u>\$ 943.43</u>
62800 · Facilities and Equipment		
62835 · Office Equipment	\$ 65.64	\$ -
62850 · Museum Building Repair & Maint.	\$ 31.49	\$ -
62865 · Blacksmith Shop Repair & Maint.	\$ -	\$ 273.94
62880 · Utilities - Museum	\$ 155.52	\$ 153.23
62885 · Utilities - Blacksmith Shop	\$ 60.01	\$ 45.43
62890 · Utilities - Church	\$ 23.41	\$ 22.63
Total 62800 · Facilities and Equipment	<u>\$ 336.07</u>	<u>\$ 495.23</u>
65000 · Operations		
65020 · Postage, Mailing Service	\$ 162.76	\$ 74.40
65030 · Printing and Copying	\$ 476.78	\$ 40.22
65040 · Supplies		
65042 · Office and Janitorial Supplies	\$ 298.69	\$ 198.00
65043 · Exhibit Supplies	\$ -	\$ 299.99
65044 · Food and Supplies for Events	\$ 61.61	\$ 139.60
Total 65040 · Supplies	<u>\$ 360.30</u>	<u>\$ 637.59</u>
65050 · Telephone, Telecommunications	\$ 193.95	\$ 187.77
65070 · Payment Processing Fees	\$ 2.29	\$ -
Total 65000 · Operations	<u>\$ 1,196.08</u>	<u>\$ 939.98</u>
65100 · Other Types of Expenses		
65110 · Advertising Expenses	\$ 340.60	\$ 256.00
65150 · Memberships and Dues	\$ 97.50	\$ 97.50
Total 65100 · Other Types of Expenses	<u>\$ 438.10</u>	<u>\$ 353.50</u>
66000 · Payroll Expenses		
66005 · Employee Wages and Taxes	\$ 8,173.57	\$ 9,140.61
66006 · JHP Payroll Offset Account	\$ (1,429.86)	\$ (1,552.41)
Total 66000 · Payroll Expenses	<u>\$ 6,743.71</u>	<u>\$ 7,588.20</u>
Total Expense	<u><u>\$ 8,824.75</u></u>	<u><u>\$ 10,320.34</u></u>
Net Income	<u><u>\$ (4,879.25)</u></u>	<u><u>\$ (2,930.83)</u></u>

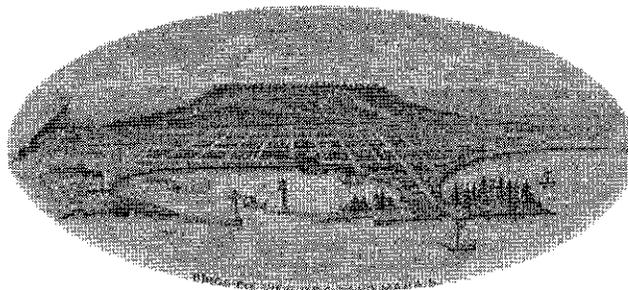
Office of the County Attorney

COUNTY OF COOK

11.G.

COUNTY ATTORNEY
MOLLY HICKEN

ASST. COUNTY ATTORNEY
JEANNE MONSON



PARALEGAL/VICTIM WIT.
LEAH EKSTROM

OFFICE ADMINISTRATOR
CATHY HAHN

September 7, 2016

Mr. Josh Fitzpatrick
Federal Aviation Administration
Dakota-Minnesota Airport District Office
6020 28th Avenue South, Room 102
Minneapolis, MN 55450

Re: *Cook County (Grand Marais) Airport Runway 9/27 Extension Grading Phase 1*
A.I.P. Project Number 03-27-0036-14-14

Dear Mr. Fitzpatrick,
Construction of Phase 1 of the runway extension project at the Cook County Airport (Runway 9/27) (the "Project") is now nearing completion. Cook County funded 90% of the costs of the project using an Airport Improvement Program ("AIP") grant administered by the Federal Aviation Administration ("FAA"). The County contracted with Reynolds, Smith & Hills, Inc. ("RS&H") in its capacity as an aviation consulting and engineering firm for project management and construction administration services on the runway extension project. In order to comply with the requirements of the National Environmental Policy Act of 1969 ("NEPA") and other applicable environmental requirements, an Environmental Assessment ("EA") of the proposed project was completed, public notice and a public comment period occurred, and concurrence from various agencies was requested as to the environmental, biological, and historical impacts of the Project.

On August 17, 2011, the FAA approved a Finding of No Significant Impact ("FONSI") based on the EA. The FONSI found that "the proposed Federal action is consistent with existing national environmental policies and objectives of Section 101(a) of the National Environmental Policy Act of 1969 (NEPA) and other applicable environmental requirements. The proposed Federal action will not significantly affect the quality of the human environment or include any condition requiring consultation pursuant to section 102(2)(C) of NEPA."

On August 18, 2016, at a meeting of the Cook County Airport Board, RS&H notified the County of various apparent inconsistencies between the proposed project as outlined in the EA, the project as described to partner agencies, and the actual Project construction activities that took place in the 2014-2015 construction season. It is the County's desire to notify all resource agencies in a timely manner of the

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issues below in an effort to remedy any inconsistency with federal law that may exist. Cook County Leadership has communicated their desire to "make right" any items that are within our power and responsibility. We will cooperate in any reasonable way we can towards resolution of this regrettable circumstance.

I will summarize the compliance-related issues with the Project below to the best of the County's knowledge based on documentation received to date from the FAA, the Minnesota Department of Transportation, and RS&H:

1. The "preferred alternative" described in the EA and approved through the FONSI was an 801 foot westerly extension of Runway 9/27 resulting in an overall length of 5000 feet, and a widening of the runway by 25 feet resulting in an overall width of 100 feet. This description did not include the removal of obstructions on either end of the newly extended runway that would presumably be necessary for safe operation of the airport. In the case of the Cook County Airport and according to an on-site inspection in July 2013 conducted under the FAA's Airport Master Record (Form 5010) Program, these obstructions consisted of many acres of trees.
2. Construction plans which were part of the Bid Documents for Phase 1 of the Project (Runway 9-27 Extension Grading – Phase 1 – July 2014) included approximately 80 acres of tree removal from the future Runway Protective Zone (RPZ) and the future Runway Optic Free Area ("ROFA"). In 2015, a total of 105 acres of vegetation in the future RPZ and ROFA was impacted by the construction in Phase 1 of the Project. This vegetation included brush and small trees as well as trees of a diameter over 25 inches which were logged. Details of how and when this vegetation was cleared (as reported to the County by RS&H) are provided in a separate letter to the FAA. *Clearing of the 105 acres of trees and brush was consistent with recommendations the FAA made before and during construction to remove obstructions, but was not consistent with the project as described in the EA or the FONSI.* FAA now requests that an additional 10 acres of trees be removed as obstructions to safe operation of the runways, but this clearing is understandably on hold until authority to proceed under NEPA is obtained.
3. Wetlands impacts of the proposed project, specifically the Preferred Alternative, were summarized in the EA. A total of .64 acres of wetlands were expected to be impacted by the Project. The United States Army Corps of Engineers ("USACE" or the "Corps") gave authority (a "permit") to the County to allow the County to discharge dredged and fill material in 0.64 acres of alder thicket wetlands adjacent to Junco Creek as part of the Project. The permit was conditioned on the purchase of 0.64 wetland credits along with other conditions. Because of additional tree clearing not accounted for in the Project, it appears that an additional of 12.46 acres of vegetation within wetlands was changed during the Project. *These additional 12.46 acres of tree clearing and brush removal within wetlands were not analyzed for wetland impact and potential wetland impacts were not authorized in any separate permit issued by the Corps.* Representatives of USACE, the County, and RS&H met at the site on August 23, 2016, and agreed that the total area of temporary wetland vegetation change which was unpermitted was 10.38 acres and the total area of permanent wetland vegetation change which was unpermitted was 2.08 acres. A map created subsequent to this meeting shows the

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location of the wetlands included in the vegetation change, as well as the total area of trees cleared in relation to the extended runway. The County and RS&H now await a determination from USACE as to whether an amended wetlands mitigation plan will resolve this issue.

4. Prior to issuing the wetlands permit, the USACE published a public notice regarding the proposed project and the impacts anticipated to wetlands (at that time, 0.64 acres). The Bois Forte Tribal Government responded that it had reviewed files and found reference to a trail within the proposed project area. While it was noted that the trail has "undoubtedly been impacted by previous runway construction," "extant portions may occur within the Area of Potential Effect (APE)." For that reason, the Tribal Historic Preservation Officer recommended a cultural resource inventory be conducted prior to construction. RS&H researched the historic trail and found it to exist within the scope of the proposed project on historic maps, but did not find any visual evidence of the trail remaining on the ground. RS&H opined that the trail may have been destroyed during prior development of the airport area. *The area of potential impact to the historic trail identified by the Bois Forte Tribal Government is made larger by the 105 acre area of trees which were cleared outside of the scope of the EA.* The FAA has requested the opportunity to contact the Bois Forte Tribal Government to provide more details as to the historic trail issue. The County will send separate correspondence of a summary and conciliatory nature to acknowledge the issue and apologize to the Tribe for any failures on the County's part to respect the Tribe's sovereignty and history.
5. The FAA and RS&H coordinated with the Minnesota State Historic Preservation Office ("SHPO") during preparation of the EA as required by the National Historic Preservation Act of 1966. SHPO responded that it found no structures currently listed or proposed to be listed on the historic register within the scope of the proposed project. *The area of potential impact to any structures currently listed or proposed to be listed on the historic register is made larger by the 105 acre area of trees which were cleared outside of the scope of the EA.* The FAA has requested the opportunity to contact SHPO separately to provide more details as to historic issues.
6. On December 10, 2014, the United States Fish and Wildlife Service ("USFWS") provided comment and concurrence as to the effects of the proposed project on the Canada Lynx and the Northern Long-Eared Bat. USFWS concurred with the FAA's determination that the Project "may affect but will not likely adversely affect the Canada lynx" and "will not adversely affect lynx critical habitat" based on minimal increase to runway and no new access roads to the project. Regarding the Northern Long-Eared Bat, USFWS noted that it was not protected under the Endangered Species Act ("ESA") as of that date but was proposed to be listed, and if it was listed endangered as anticipated on April 2, 2015, and the implementation of the proposed project continued beyond that date, "consultation will likely be required under Section 7 of the Act." The final listing of the Northern Long-Eared Bat as endangered did occur on April 2, 2015. Additional tree clearing not accounted for in the EA did occur after April 2, 2015 (according to RS&H, 25 acres of large diameter trees were logged between April 13, 2015, and July 22, 2015). The County has no documentation showing that further consultation with USFWS occurred concerning the Bat after April 2, 2016. *Further, it appears from the USFWS letter dated December 10, 2014, that the USFWS made its determination concerning endangered*

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species on the mistaken understanding that only 20 acres of trees were cleared, not based on 105 acres of tree/vegetation clearing that actually occurred.

In addition to this correspondence to the FAA, the County will be preparing similar correspondence to the USFWS, USACE, and the Minnesota Pollution Control Agency ("MPCA"), and will be preparing a letter to the Bois Forte Tribal Government as described above.

Again, we write in the spirit of cooperation and seek guidance from the FAA on how to proceed towards resolution of the issues laid out herein. Thank you.

Very truly yours,

Molly Hicken
County Attorney

CC: Lindsay Butler, FAA
Cassandra Isackson, MNDOT Aeronautics
Kathleen Vesely, MNDOT Aeronautics
Tara Kalar, MNDOT Office of Chief Counsel
Kristin White, MNDOT Office of Chief Counsel
Darren Christopher, RS&H
Rodney Roy, Cook County Airport Director