

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

Grand Marais, Minnesota
July 19, 2016

The Board met in regular session this 19th day of July, 2016, at the Courthouse in Grand Marais, Minnesota.

The meeting was called to order at 10:10 a.m. with the following members present: Commissioners Doo-Kirk, Gamble, Storlie, and Sivertson. Absent: Moe and County Attorney Molly Hicken. Also present were, County Administrator Jeff Cadwell, Auditor-Treasurer Braidy Powers, 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 amended.

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. Gamble requested pulling items # D & F.

- A. Claims
- B. Cook County Board Minutes for June 28, 2016
- C. Credit Card Authorization
- E. Firewise Assessment Grant in the amount of \$76,700

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

RESOLUTION # 2016-53

BE IT RESOLVED, that the following claims totaling \$226,789.92 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>
AmeriPride Services	42.44
Arrowhead Regional Corrections	24,007.67
Aspen Lodge - Inn	243.88
Blue Water Cafe LLC	1,226.12
Bucks Hardware Hank	1,815.97
C D W Government	162.95
C M I Inc	272.09
Centurylink	46.75
Citi Lites	54.00
Clean Plus Inc - CPI Divisions	158.57
Cook County Home Center	130.96
Cook County News Herald Inc	257.00
D S C Communications	117.25
D S Solutions Inc	338.00
G & G Septic LLC	482.11
Gamble/Garry	821.11
Grand Marais Motors Inc	17.54
Hill/Judy	255.20
I G A Genes Foods	100.33

Jamar Company/The	500.00
Lake County Sheriff	4,850.00
M R Sign Co Inc	66.16
Marasco/Valerie	369.16
Mille Lacs County Jail	1,535.78
MN - BCA MN JIS Section/State of	210.00
MN U C Fund	661.00
Newegg Inc	147.97
North Shore Superior Pest Management	175.00
Northern Wilds Media Inc	400.00
O S I ENVIRONMENTAL INC	530.00
Pace Analytical Services Inc	184.10
Sandstrom/William	99.00
St Louis County Auditor	1,000.00
Steve's Sports & Auto	280.53
Superamerica	48.23
Tessco Incorporated	39.14
Tire And Auto Lodge	221.66
Watkins/Rowan	21.87
Wiinanen/James	12.00
<u>Road & Bridge</u>	
Centurylink	39.04
MN U C Fund	829.38
<u>Airport</u>	
Cook County News Herald Inc	332.50
Steve's Sports & Auto	18.01
<u>YMCA</u>	
Aqua Logic Inc	941.49
<u>Fund 34</u>	
Dermco La Vine Construction Co	50,000.00
<u>Soil & Water</u>	
Bucks Hardware Hank	36.56
<u>Road & Bridge</u>	
A A A Striping Service Co	44,956.44
Acme Tools	87.99
Berglund/Daniel	12.00
Betts/David	132.96
Braun Intertec Corporation	18,101.00
Bucks Hardware Hank	9.08
Charlie Sawyer	24.00
Contech Engineered Solutions	26,919.94
Cook County Home Center	58.94
Cook County News Herald Inc	52.52
D S C Communications	143.00
Edwin E Thoreson Inc	480.00
Erickson Engineering Co LLC	7,677.54
Fastenal Company	24.32
FleetPride	36.24
Forestry Suppliers Inc	100.65
G & K Services	269.50
Gempler's Inc	174.70
Gilson Co Inc	770.37
Grand Marais Auto Parts	345.85
Holiday	41.74

Isak Hansen True Value	29.99
L H B Engineers & Architects Inc	5,363.90
La Boda Grading Inc	825.00
M R Sign Co Inc	638.50
Mc Master-Carr Supply Co	55.59
Midwest Division-PetroChoice	228.77
Mike Rose Excavating	405
MN Dept Of Labor & Industry	40
MN Dept Of Transportation	218.99
Myers Tire - Des Moines #15	3,668.00
North States Crane & Hoist	725
Northern Safety Technology	257.62
Nuss Truck & Equipment	299.02
O'Day Equipment LLC	1,800.75
Occupational Development Center Inc	325.64
Perrin Mobile Medical	150
Pomp's Tire Service Inc	72
Quill Corp	49.33
Sonju Two Harbors LLC	66.82
Steve's Sports & Auto	648.93
Thompson Performance	114.83
Titan Machinery and Rentals	10,020.00
Unique Paving Materials	1,250.55
V & H Inc	148.78
W P & R S Mars Co	458.75
Ziegler Inc	4,410.86

RESOLUTION # 2016-54

RESOLUTION FOR MANAGEMENT OF CREDIT CARD ACCOUNTS

WHEREAS, Yafa Napadensky is the PHHS Fiscal Supervisor and Andrea De Boer is the PHHS Social Services Accounting Technician and,

WHEREAS, the County uses credit cards issued by First International Bank and Trust of Tampa Florida, and

WHEREAS, the County has need to manage such credit card accounts and has authorized County Auditor-Treasurer Braidy Powers, Financial Coordinator Karen Blackburn and Bookkeeper Angie Cook, all in the Auditor's Office to manage all county credit cards, and

WHEREAS, it would be more efficient for PHHS to manage the three credit cards under their control and would not compromise overall security,

THEREFORE, be it resolved, the Board of Commissioners of Cook County, Minnesota authorizes Yafa Napadensky, PHHS Fiscal Supervisor, and Andrea De Boer, PHHS Social Services Accounting Technician, to access PHHS credit card account information and to manage such accounts, including opening and closing those County accounts.

Commissioner Gamble asked for Administrator Cadwell to speak with Highway Department Engineer Betts and Sheriff Eliassen to assess how to improve the traffic flow during special events that can become an inconvenience to drivers. Gamble then inquired how and when purchases go to bids. Motion was made by Gamble, seconded by Sivertson, and carried by unanimous vote to approve items #D, Fisherman's Picnic Special Event Permit, and #F, 2016 purchase of a Multi-Function Printer.

Cadwell stated that for the County Assessor search he is creating a committee to review and screen applicants, interview qualified candidates and make a final recommendation to the Board for hiring. Motion was made by Sivertson, seconded by Doo-Kirk, and carried by unanimous vote to approve the search Committee for the next County Assessor comprised of, Administrator Cadwell; Judy Hill, Human Resource Specialist; Tim Nelson, Planning Director/Solid Waste Officer, and Commissioner Gamble.

Cadwell requested authorization to reclassify the Assistant Engineer position due to the inability to recruit any qualified applicants to fill the vacant position. Cadwell stated the job description has been revised to reflect the nature of the work that would be needed from a candidate in this position. Motion was made by Sivertson, seconded by Gamble, and carried by unanimous vote to approve the reclassification of the Assistant Engineer position from C52-2 to D61-2.

Tim Nelson, Planning Director/Solid Waste Officer, appeared before the Board to recommend adopting the updated Cook County Sign Ordinance #53 which takes into consideration new types of technologies associated with illuminating signs as well as a Supreme Court decision affecting the County's ability to regulate various types of speech. Motion was made by Gamble, seconded by Sivertson, and carried by unanimous vote to approve the recommendation of the Planning Commission to adopt the proposed Cook County Sign Ordinance #53 as presented.

Cadwell gave an update on the Compensation/Class Study stating that two representatives are in house this week conducting 72 interviews with County employees and gathering data. Cadwell stated that the Personnel Committee is working on a Compensation strategy on how to compete for talent in the marketplace. It has four main pillars: 1.) Who we compete with in the marketplace (Define market); 2.) Where we position our program relative to the competition; 3.) What the County wants to pay for: seniority, performance, or others; How to deliver the pay: step progression, merit increases, or COLA. Cadwell further clarifies what we pay for determines our pay program design, and who we compete with determines our market peer group. The answers to these questions shape our compensation program and guide pay administration practices.

Cadwell updated the Board on the current staff openings, saying interviewing for the YMCA Maintenance position will begin soon; Soil & Water Seasonal Technician position listing deadline is over; the Public Health Human Service Office Support/Case Aide position recruiting deadline is July 29, 2016 with testing on August 9, 2016; and both Emergency Management Director and Assessor position vacancies have deadlines of August 15, 2016. Cadwell then informed the Board that after the meeting with the Scenic By-Way Committee, Soil & Water, MNDOT Representatives, and the Cook County Highway Department, the group felt it would be better to look for a more suitable funding source than the Federal Scenic By-Way Grant as Federal Funding comes with a lot of oversight. Lastly, Cadwell stated the Court House Art Committee will be taking down the art that has been hanging in the Court house the last few months to be replaced with the work of another local artist.

Doo-Kirk thanked the Grand Marais Public Utilities Commission for forgiving the sewage bill for more than one million gallons of water leaked from the Cook County Community YMCA swimming pool due to a rock stuck in a mechanical valve at the bottom of the pool.

Braidy Powers, Auditor-Treasurer, appeared before the Board. Powers presented a change order describing a change in the engineer's estimate of cost for the airport extension grading phase II project. Powers assured the Board that RS&H has determined that the project is currently under budget by about \$250,000.00 so the change order will not require an amendment for funding. Motion was made by Sivertson, seconded by Storlie, and carried by unanimous vote to approve the change order increase in the amount of \$227,158.80 for the airport extension grading phase II project consisting of the runway 9 approach surface obstruction clearing.

Correspondence – Memos:

- A. Cook County 1% Local Option Sales Tax
- B. Cook County Lodging Tax as of 5/31/2016
- C. Arrowhead Regional Corrections Board Materials
- D. Cook County EDA Meeting Materials
- E. Cook County/Grand Marais Special EDA Meeting

Commissioner Doo-Kirk reported that she would attend the WTIP interview on July 20, 2016.

There being no further business, motion was made and carried that the meeting be adjourned at 11:02 a.m.

HEIDI DOO-KIRK, Chair
Cook County Board of Commissioners

ATTEST: **BRAIDY POWERS**
Auditor-Treasurer