

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

Grand Marais, Minnesota  
June 14, 2016

The Board met in regular session this 14th day of June, 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, Storlie, Sivertson, and Moe. 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 amended.

Myron Bursheim, Candidate for District 2 Commissioner, appeared for the Public Comment portion of the meeting to commend the IT Department and Cadwell for the wonderful new County Website. Bev Green also stated she loved the new website and then went on to state that three Arrowhead Transit buses would be using the upper Court House Parking lot during Fisherman's Picnic.

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 item #D for further discussion.

- A. Claims
- B. Approve Minutes of April 26, 2016
- C. Approve Minutes of May 24, 2016
- E. Fishermen's Picnic Parking

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

**RESOLUTION # 2016-46**

BE IT RESOLVED, that the following claims totaling \$1,335,968.18 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**

A-1 Disposal	57.13
AmeriPride Services	42.44
ANCOM Communications	899.00
Anderson/James	202.98
Apex Software	760.00
Arrowhead Regional Corrections	24,007.67
Baumann/Jonathan	60.00
Benny's Collision Center	120.00
Blackburn/Karen	15.09
Blue Water Cafe LLC	1,569.19
Bucks Electronics	40.95
Bucks Hardware Hank	742.93
C D W Government	211.20
Citi Lites	12.00
Cook County Home Center	83.98
Cook County News Herald Inc	160.00

D S C Communications	91.00
Dalco	1,313.07
Dell Marketing L P	3,604.52
Duluth Lawn & Sport Inc	4,479.00
EDMO Distributors	31,369.69
Ege/Duane	4,869.64
Eliassen/Donn Erik	110.00
Emergency Automotive Technology Inc	751.09
Essentia Health	114.94
Forklifts Of Minnesota Inc	281.36
G & G Septic LLC	480.00
Galls Incorporated	53.56
Gamble/Garry	481.56
Gopher State One Call	5.40
Grand Marais Auto Parts	186.13
Greenwood/Hal	150.00
Harrison/Scott	106.00
Hearing Equipment & Repair	50.00
Hibbing Community College	90.00
Isak Hansen True Value	120.00
Lake County Sheriff	8,600.00
Luick/Aimee D	333.39
M R Sign Co Inc	105.15
Mille Lacs County Jail	1,575.15
Minnesota Alliance On Crime	100.00
MN BCA	1,095.00
MN D N R	500.00
MN State Auditor	1,369.00
Moe/Frank	371.52
Murray/Thomas	131.10
My Brothers Place Auto Repair LLC	105.06
Nelson Machine Products LLC	876.00
Nordic Electric Of Gm Inc	742.25
North Coast Towing	213.00
North Shore Health	159.60
North Shore Superior Pest Management	225.00
North Shore Waste	2,152.30
Northern Wilds Media Inc	106.00
Northstar Cabling & Communications	602.00
Pace Analytical Services Inc	120.30
Page Freezer Software Inc	3,788.00
Pierce/Elizabeth	24.00
Rupp Anderson Squires & Waldspurger	52.50
Sawtooth IT LLC	1,050.00
Sawtooth Mountain Clinic	501.00
Sivertson/Jan	78.18
St Louis County Court Admin	200.00
Steve's Sports & Auto	591.15
Storlie/Virginia	329.40
Streicher's	1,187.50
Superamerica	71.38
Swanson & Heeren P C	100.00
Tessco Incorporated	571.14
Tire And Auto Lodge	1,090.18

Ultramax	780.00
Watkins/Rowan	179.21
Weitz/Timothy	75.00
Wiinanen/James	422.90
Zee Medical Service	147.80
<b><u>Building Fund 12</u></b>	
E S C Systems	863.54
<b><u>Airport</u></b>	
Back Office Services LLC	90.00
Boreal Access	14.95
Cook County News Herald Inc	332.50
North Shore Waste	140.40
<b><u>Fund 17</u></b>	
Aqua Logic Inc	696.88
Grand Marais Auto Parts	238.86
Johnson/Ian	480.00
Northstar Cabling & Communications	1,820.05
<b><u>Soil &amp; Water</u></b>	
Bucks Hardware Hank	33.40
<b><u>Taxes &amp; Penalties</u></b>	
St Louis County Auditor	374,249.99
<b><u>EARLY PAYABLES</u></b>	
HealthPartners	5,093.44
MN Life Ins Co	10.40
Northeast Service Cooperative	131,075.50
Armbruster/Todd	1,540.00
Banadad Trail Association	2,417.50
Brooks Sr/Robert	134.62
M A C P Z A	80.00
Mfip-Dwp Conference - Deed	18,419.00
MN Sea Grant	179.55
Nesgoda Services LLP	2,730.00
Norpine Trail Assn	6,405.00
Northern Wilds Media Inc	658.00
Office of MN.IT Services	2,704.27
Petty Cash/Auditor Office	57.08
Public Utilities Commission	3,074.09
True North Broadband	79.98
Betts/David	122.00
Office of MN.IT Services	166.31
Public Utilities Commission	958.34
AmericInn - Mounds View	81.35
Amazon.com	989.01
Tri-State Business Systems Inc	53.96
Dept of Transportation-Federal Aviation	9,148.86
Office of MN.IT Services	101.53
Northern Wilds Media Inc	312.00
MN Comm Of Mmb - Treas Div	333.00
Arrowhead Electric Cooperative	2,105.18
Centurylink	128.57
Como Oil Co	1,225.77
Comuzzi	10.00
Cummins Nursery	479.87
Gopher State One Call	4.35

Heiskari/John	90.47
Lutsen Mountains Corporation	400.00
North Shore Waste	2,094.30
Office of MN.IT Services	300.00
Public Utilities Commission	3,392.51
Quill Corp	34.98
Strand/Pat	335.88
Sturm/Rick	199.74
True North Broadband	69.99
Country Inn - Walker	98.24
Grandview Lodge - Brainerd	228.06
Varidesk	375.00
Interstate Battery	1,020.60
Home Depot	492.80
Travelocity	44.00
Delta Air	619.20
Northern Tool	162.43
LQ - Bloomington	85.71
Sawmill Inn	81.31
Propet Distributors	91.35
Homewood Suites - Rochester	982.79
AASHTO	442.00
First Aid Products	954.91
Acme United	118.86
Wimactel Inc	60.00
Ansello/Daniel	125.00
Centurylink	34.25
Verizon Wireless	250.34
Cook County Events & Visitors Bureau	-11,085.00
Cook County Events & Visitors Bureau	63,668.22
Ely Area Joint Powers Lodging Tax Brd	4,941.09
Grand Marais/City Of	10,926.65
Schroeder/Town Of	1,100.85
Silver Bay Area Tourism Assn	1,968.03
Tofte/Town Of	14,316.52
A T & T	728.93
Todd Armbruster	2,131.25
Centurylink - Seattle	632.50
Newood Gilk	274.29
HealthPartners	2,546.72
Holiday	128.18
Hovland Fire Dept	60,000.00
Tim Nelson	120.96
North Shore Fed Credit Union	23.00
Northeast Service Cooperative	130,522.50
Toshiba Business Solutions	766.35
Verizon Wireless	31.31
Hampton Inn - Hibbing	128.87
Country Inn - Alexandria	95.34
Expressway of Grand Rapids	81.04
Hotels.com	163.75
Sheriff's Org	610.00
EFT Plus	20.00
New Egg Business	203.88

Streicher's	-339.80
Container Store	194.11
Country Inn - Brooklyn Center	241.27
Country Inn - Hermantown	236.26
Office Supply.com	46.74
Chief Supply	150.94
Galls	21.14
CopQuest	8.45
Holiday Inn - St Paul	371.55
MN Sheriffs Assn	60.00
Country Inn - Baxter	296.07
St. Paul Stamps	46.17
Arrowhead Electric Cooperative	429.68
Centurylink - Seattle	33.16
Como Oil	170.00
Edwards Oil	14,260.74
North Shore Oil	5,084.68
Kelsee Stevens	125.00
Arrowhead Electric Cooperative	1,665.58
Golfscapes	3,007.52
Jason Hill Excavating	4,282.00
Bridgeview Forestry	2,040.00
Brooks Sr/Robert	139.10
Edwin E Thoreson Inc	110.00
Election Systems & Software Inc	2,210.00
Germain/Donald	150.00
Heiskari/John	89.64
Holiday	66.36
Nelson/Tim	284.32
Nesgoda Services LLP	2,821.00
Petty Cash/Aluminum Redemption	356.00
Quill Corp	422.72
Rabold/Frank	186.43
Terra Firma	13,068.31
All Tec Stores	177.00
Natl 4H Council	224.57
Forestry Suppliers	189.20
Amazon Prime	99.00
W T I P Radio	280.00
Weberg/Amanda	6,062.27
Quill Corp	50.16
Roy Aero Service	5,000.00
I S D 166	291,743.31
Dakota County Civil Division	70.00
Jackson's Motor Vehicle Licensing Inc	16.00
Nelson/Tim	317.80
Nesgoda Services LLP	2,577.00
Ramsey County - Dept of Public Health	9.00
MN Comm Of Revenue	336.00

Commissioner Gamble requested clarification on Item #D, the Sawtooth Clinic Contract, which grants Sawtooth Mountain Clinic \$4,000.00 for reimbursement of pre-engineering and Safe Routes to School application assistance. Motion was made by Gamble, seconded by Moe, and carried by unanimous vote to approve the Sawtooth Clinic Contract.

Rena Rogers, Information Systems Director, appeared before the Board. Rogers informed the Board that on June 10, the IT Department officially launched the new Cook County website that improves service and information dissemination to the County's constituents and in doing so improves the relationship between County government and those we serve. Rogers stated that, "It takes a village to create something like this. When we have any projects in IT we also have to keep our infrastructure (requests and incidents) under control. That means when an individual is working on a major project someone else is doing that person's job in addition to their own."

Tim Nelson, Planning Director/Solid Waste Officer, appeared before the Board. Nelson explained that in the last couple of months cracked frames have appeared on the two oldest Recycling Center semi trailers, and are no longer road worthy. Nelson requested replacing the trailers at no more than \$10,000.00 each with funds from the Future Landfill Development Fund. Motion was made by Sivertson, seconded by Gamble, to approve the acquisition of two semi trailers as replacements for old broken recycling trailers at a cost of no more than \$10,000.00 each, the cost of which will be taken from the Future Landfill Development Fund budget number 396. Gamble requested amending the motion to state: At a cost of no more than \$20,000.00 for both trailers. Amendment carried by unanimous vote.

Nelson then presented an updated draft of the Cook County Sign Ordinance from the Sign Ordinance Committee. Nelson said the intent of the ordinance is to regulate signs of a commercial nature that are intended to be viewed from any vehicular or pedestrian right-of-way and to establish minimum requirements for the type, placement, use, display, scale and maintenance of signs. Nelson asked the board to authorize a public hearing. Motion was made by Moe, to not accept the drafted ordinance and send it back to the Sign Ordinance Committee, to make the ordinance less restrictive. Motion failed for lack of a second. Motion was made by Gamble, seconded by Doo-Kirk, and carried with the following vote to accept the recommendation of the Sign Ordinance Committee to proceed to the Public Hearing phase with the final draft of the proposed Cook County Sign Ordinance update, which would be held on Wednesday, July 13, 2016 at 5 p.m.. Ayes: Gamble, Storlie, Doo-Kirk and Sivertson. Nays: Moe.

Pat Eliassen, Cook County Sheriff, appeared before the Board. Eliassen informed the Board that the Sheriff's Office receives Stonegarden Grants from the Department of Homeland Security for extra patrols and equipment to assist the Border Patrol effort along the northern border. The funds are used for deputy overtime and patrol related equipment. This year \$39,000.00 of the funds would be used for new squad car cameras. Motion was made by Moe, seconded by Gamble, and carried to approve accepting the 2015 Stonegarden Grant for \$80,673.00.

Betty Schultz, Assessor/Land Commissioner, appeared before the Board. Schultz presented two abatements and one tax court settlement to the Board. Schultz explained that the abatements were old and had occurred because of clerical errors. Motion was made by Moe, seconded by Gamble, and carried by unanimous vote to approve the abatements of Matthew & Darcy Ziller, Marcia Hovland, and George B. Peet Jr. & Darcy G. Peet.

Mark Privratsky, Field & Constituent Service Representative for Congressman Nolan, appeared before the Board. Privratsky stated he was meeting with the Commissioners to update them on items Congressman Nolan has been working on in the Legislature and to announce that U.S. Congressman Rick Nolan has designated Grand Marais as the site of one of the "Congress Comes to You" meetings his staff will operate this summer.

Barb Ackerson, AEOA - SCDP Housing Program, appeared before the Board regarding the 2016 Small Cities Development Program Grant for which the County is the Fiscal Agent. Ackerson stated that the County was awarded \$287,000.00 of which \$226,800.00 will be used for eight owner occupied rehab projects in Lutsen, and the remaining \$60,200.00 will be used to administer the grant. Motion was made by Moe, seconded by Storlie, and carried to approve the 2016 Small Cities Development Program, Lutsen Owner Occupied Housing Rehabilitation Project, and signing by the Board Chair.

Linda Jurek Kratt, Executive Director Cook County Visitors Bureau, and Katie Krentz, Events Promotions, appeared before the Board. . Kratt reviewed the 1% Lodging Tax portion of the CCVB budget which is used to promote various events in the area.

Braidy Powers, Auditor-Treasurer, appeared before the Board to present a Revolving Loan Fund

Application for Hedstrom Lumber Company. Powers explained that Hedstrom Lumber has a current revolving loan balance of \$59,031.98, but is requesting to increase the balance by \$190,968.02 up to the maximum \$250,000.00 allowed under the County guidelines. The purpose of the loan is for the rebuilding of the sawmill and for upgrading and modernizing equipment in an effort to stay viable in the lumber market. Motion was made by Sivertson, seconded by Doo-Kirk, and carried by unanimous vote to approve a Revolving Loan Fund Application for Hedstrom Lumber Company for \$190,968.02 for ten years at the market interest rate with a second position on the business assets, and authorizing Auditor-Treasurer Powers and Chair Doo-Kirk, to sign the loan and security agreement and the promissory note.

Powers requested an increase to the hourly rate for election judges serving in polling places and for mail ballot precincts from \$10.00 an hour to \$12.00 an hour. Motion was made by Moe, seconded by Gamble, and carried by unanimous vote to approve increasing the hourly rate for election judges serving in polling places and for mail ballot precincts from \$10.00 an hour to \$12.00 an hour.

Powers presented the 2017 budget calendar with suggested commitments and goals in which to set a preliminary levy directive for the Administrator and Auditor to work towards with County Departments. Motion was made by Gamble, seconded by Doo-Kirk, and carried by unanimous vote to approve the 2017 Budget Calendar.

Powers informed the Board that the Firewise Committee was requesting re-allocating the 2011 Secure Rural Schools Title III funding from the Chipping Program to Outreach for improvement to the Firewise web site and ongoing maintenance of the site. Powers also stated that Cook County received the 2015 Superior National Forest Title III funding. Motion was made by Sivertson, seconded by Moe, and carried by unanimous vote to approve the re-allocation of \$12,000.00 of the 2011 Secure Rural Schools Title III funding from the Chipping Program to Outreach for improvement to the Firewise web site and ongoing maintenance of the site and, the allocation of the \$32,562.67 2015 Secure Rural Schools Title III funding as follows: \$10,000 for reimbursement of Emergency Services costs in Superior National Forest and \$22,562.67 for costs of the Firewise Coordinator to help in the creation and sustaining of Firewise Communities in Cook County.

Jeff Cadwell, County Administrator, appeared before the Board. Cadwell requested following past practice in setting the 2016 wages/benefits for the non-represented groups (Department Heads, FLSA exempt supervisors and confidential employees) the same as was negotiated with the CCEA. The contract includes a .50 cent supplemental wage increase to defray medical coverage costs, which have gone to \$50.00 for a single and \$75.00 for a family, and a 2% cost of living adjustment. This will include a retroactive wage adjustment back to January 1, 2016. Cadwell stated there would be the exception of the Sheriff's Chief Deputy who would be following the negotiated rates of the LELS Group which includes a \$1.00 supplemental wage increase. Motion was made by Gamble, seconded by Doo-Kirk, and carried by unanimous vote to approve setting the 2016 wages/benefits for the non-represented groups the same as was negotiated with the CCEA with the exception of the Chief Deputy following the negotiated rates of the LELS Group.

Cadwell proposed a policy change for the exempt employee class regarding the percentage of PTO converted to an employee's termination of employment in good standing. Cadwell explained that the current rule is that 25% of the PTO bank would be converted to the employee HCSP and the balance paid out as earnings. The Proposed new rule for employees not eligible for pension would convert 25% of the PTO bank to the employee HCSP and the balance paid out as earnings. For the employee who is eligible for pension, 100% of the PTO bank would be converted to the employee HCSP. Motion was made by Moe, seconded by Gamble, and carried by unanimous vote to authorize Administrator Cadwell to present the proposed policy change for the exempt employee class regarding the percentage of PTO converted to an employee's termination of employment in good standing to the Minnesota State Retirement System.

Cadwell gave an update on the Classification/Compensation Study time frame for the study by Keystone Consulting, saying all internal job descriptions must be reviewed and back to the consultant by July 11 so that the firm can be on site during the week of July 19-22, 2016 to do interviews with approximately 70 staff members in order to meet the completion date of December 31, 2016.

Cadwell stated that interviews have been started for the Public Health and Human Services Director position with five applicants.

Cadwell informed the Board of the resignation of Lead Dispatcher/Assistant TAC Amity Goettl. Cadwell explained that there was internal interest in the position so there is an internal posting of a Lead Dispatcher/Assistant TAC which would then open up a Dispatcher position. Motion was made by Gamble, seconded by Moe, and carried by unanimous vote to approve the resignation of Lead Dispatcher/Assistant TAC Amity Goettl with regrets; approve the internal posting of a Lead Dispatcher/Assistant TAC at a C 4 Step 2 position, and approve the posting of an anticipated Dispatcher position.

Cadwell informed the Board that Jim Wiinanen, Emergency Management Director, would be retiring as of September 30, 2016. Motion was made by Moe, seconded by Gamble, and carried by unanimous vote to approve the resignation of Jim Wiinanen, Emergency Management Director with regrets.

Correspondence – Memos:

- A. Present safety award- Administrator Cadwell presented to the Board a Safety Committee Award Plaque acknowledging the Safety Committee's accomplishments.
- B. United States Board on Geographic Names
- C. US Bicycle Route 41
- D. Cook County Historical Society Meeting
- E. Gunflint Ranger District
- F. Soil and Water, One Watershed
- G. Grand Marais Planning Commission Notice

Moe informed the Board that Revolving Loan Fund holder Jeremy Keeble, of the Hungry Hippie Hostel, had the plumbing done to the business by an unlicensed plumber, which could result in the possibility of closure until the certification is approved.

Moe invited all to celebrate the lives and mourn the deaths of the victims of the Orlando shooting, on Thursday June 16, 2016, 7:00 p.m. in Harbor Park.

Commissioner Sivertson reported that she would attend the WTIP interview on June 15, 2016.

There being no further business, motion was made and carried that the meeting be adjourned at 12:15 p.m.

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**HEIDI DOO-KIRK**, Chair  
Cook County Board of Commissioners

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ATTEST: **BRAIDY POWERS**  
Auditor-Treasurer