

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

Grand Marais, Minnesota
May 24, 2016

The Board met in regular session this 24th day of May, 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 Moe, seconded by Sivertson, 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.

- A. Claims
- B. ECheck Online Payments Service Agreement- Rena Rogers
- C. Special Event Operation 23 to Zero running race- David Betts
- D. Amendment to Trail Marker Grand- Braidy Powers
- E. Approve Raffle- Braidy Powers
- F. 2016 Firewise Service Agreement- Jim Wiinanen

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

RESOLUTION # 2016-44

BE IT RESOLVED, that the following claims totaling \$7,760.78 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

Akins/Heidi	39.00
All Over Media LLC	1,380.00
Anoka County Sheriff	70.00
C D W Government	288.08
Cadwell/Jeffrey	248.40
Campanaro/Patricia	224.75
Citi Lites	12.00
Cook County Curling Club	200.00
Cook County News Herald Inc	128.00
Dell Marketing L P	771.35
Ekstrom/Leah C	273.00
Faraone/Beth	12.00
Futterer/Sue	24.00
Hasegawa/Duane	30.00
Hennepin County Sheriff	80.00
Hicken/Molly	166.32
Kerfoot/Bruce	317.80
Kristenson/Joni	12.00
Lexisnexis	579.89

Mathison & Vos, PLLC	330.00
McIntyre/Alison	24.00
Newegg Inc	119.99
Nordic Electric Of Gm Inc	172.01
O S I Environmental INC	500.00
Reiner/Virginia	42.96
Routh/Mary	48.36
Sawtooth IT LLC	772.50
Vandenberg/Kristin	51.60
Washington County Sheriff	35.00
Watkins/Rowan	150.78
Wright/Lynn	15.00
Bushard/Grace	24.00
Fitchett/Casey	12.00
Kristenson/Joni	24.00
Ternes/Cooper	36.00
Area III SWCD	16.00
Cook County News Herald Inc	410.00
Newegg Inc	119.99

Rena Rogers, Information Systems Director, appeared before the Board. Rogers requested setting up a service agreement with PageFreezer to provide archiving services for the County website and up to three social media sites. The service updates would be done daily, allowing for easy access for research. Motion was made by Sivertson, seconded by Storlie, and carried by unanimous vote to approve an annual service agreement with PageFreezer to provide archiving services for the County website and up to three social media sites at a cost of \$3788.00 for service from June 1, 2016 through May 31, 2017.

Molly Hicken, County Attorney, appeared before the Board. Hicken requested forming a committee to look at renegotiating terms of the YMCA Management Agreement and the Joint Powers Agreement with the City of Grand Marais providing for shared costs of the Cook County YMCA. Motion was made by Gamble, seconded by Storlie, and carried by unanimous vote to approve requested forming a committee consisting of herself, Administrator Cadwell, Auditor-Treasurer Powers, Commissioner Sivertson, and Commissioner Moe to look at renegotiating terms of the YMCA Management Agreement and the Joint Powers Agreement with the City of Grand Marais providing for shared costs of the Cook County YMCA.

County Highway Engineer Betts appeared before the Board to recommend accepting a proposal for wetland delineation services from MSA Professional Services for the planning and design of the CSAH 7 and CSAH 18 Rehabilitation Projects. Motion was made by Sivertson, seconded by Moe, and carried by unanimous vote to approve the proposal for wetland delineation services from MSA Professional Services of Duluth, MN for an estimated fee of \$11,240.00 for the planning and design of the CSAH 7 and CSAH 18 Rehabilitation Projects and to authorize the Highway Engineer to sign the proposal on behalf of Cook County.

Betts informed the Board that the \$2.5 million paving project on CSAH 2 (Sawbill Trail) has begun and is scheduled to be completed in mid August. Northland Constructors of Duluth, MN, will be the contractor for the 8.44 mile project, which runs from Britton Peak to the Honeymoon Trail (FR 164). The project includes repair or replacement of culverts, repair of existing subgrade, and placement of new bituminous pavement.

Hicken requested the hiring of Cathy Hahn for the Attorney Office Administrator position. Motion was made by Moe, seconded by Gamble, and carried by unanimous vote to approve the hiring of Cathy Hahn for the Attorney Office Administrator position at the B21 Step 3 rate of \$15.172 at a 40 hour week.

Hicken, along with Sixth Judicial District Judge Michael Cuzzo, Cook County Probation Officer Steve Borud, Outpatient Treatment Services for Chemical Assessment Provider Greg Barnier, Sheriff Pat Eliassen, and the Sixth Judicial District Court Specialty Coordinator Aleesha Ward then presented

a PowerPoint presentation about the plans to establish a Drug Court in Cook County by the end of September 2016. Hicken explained that a Drug Court, also known as a Recovery Court will deal with high risk, high need clients only, regarding drug or alcohol.

Hicken presented an amendment to the Cook County Aquatic Invasive Species Coordinator Service Agreement which specifically adds the duty of hiring and supervision of watercraft inspectors to Amanda Weberg's duties as Aquatic Invasive Species Coordinator. Motion was made by Sivertson, seconded by Storlie, and carried by unanimous vote to approve the amendment to the Cook County Aquatic Invasive Species Coordinator Service Agreement.

Braidy Powers, Auditor-Treasurer, appeared before the Board to present a Revolving Loan Fund Application for John and Mindette Fredrickson, MJ Gunflint Properties, LLC and MJ Resort Inc. for the purchase of and improvements to Gunflint Lodge and Gunflint Northwood's Outfitters. Motion was made by Gamble, seconded by Storlie, and carried with the following vote to approve a Revolving Loan Fund Application for John and Mindette Fredrickson, MJ Gunflint Properties, LLC and MJ Resort Inc. for the purchase of and improvements to Gunflint Lodge and Gunflint Northwood's Outfitters, for a loan period of up to 20 years at an interest rate of 4.5%, subject to bank and SBA loan closings, completion of equity financing with collateral consisting of a 3rd position mortgage on all business property and the signing of loan agreement and promissory note with Cook County and authorizing Auditor-Treasurer Powers and Vice-Chair Gamble, to sign the loan and security agreement and the promissory note. Ayes: Gamble, Storlie, and Sivertson. Abstaining: Doo-Kirk. Nays: Moe.

Powers requested seeking sealed bids for the improvements to the Cook County Airport Arrival Departure building. Motion was made by Sivertson, seconded by Storlie, and carried by unanimous vote to authorize the Airport Board to seek sealed bids for the improvements to the Arrival Departure building with a bid opening date of June 21, 2016.

Diane Booth, Community Center/Extension Director, Pat Campanaro, MNSBDC Consultant, and Joan Farnum, Northwood's Food Project Board Member, spoke to the Board about the role food plays in Cook County based upon research collected in 2014-2015. The study shows that 38% of all gross sales in Cook County is connected to food, translating to \$78 million dollars being spent on food of which .6% or only \$513,740 is produced and sold in Cook County. Consensus was the entire community would benefit by development of a long-term, sustainable Cook County food system.

Hicken recommended the Board close the regular Board meeting to discuss non-public data regarding the litigation with K. Johnson Construction. Motion was made by Moe, seconded by Gamble, and carried by unanimous vote to close the open meeting and open the closed meeting for the K. Johnson Construction litigation information.

Motion was made by Gamble, seconded by Storlie, and carried by unanimous vote to close the closed meeting and re-open the regular meeting.

Jeff Cadwell, County Administrator, and Bill Sanger of the A.T. Group, appeared before the Board. Cadwell requested hiring the A.T. Group to provide benefit package coordination and management, enrollment and information services for employees, COBRA and other continuation compliance, assistance for individual employees transitioning to Medicare products and services, and to work with the County and its employees to tailor a custom benefits package for Cook County. Gamble requested Cadwell seek competitive proposals for this service. Motion was made by Moe, seconded by Storlie, and carried with the following vote to authorize Administrator Cadwell to enter into an agreement with the A.T. Group to provide benefits administration; with an understanding there will be an annual review of the contract. Hicken requested adding: Pending Attorney review. Moe amended the motion, with Storlie seconding. Ayes: Moe, Storlie, Doo-Kirk, and Sivertson. Nays: Gamble.

Nancy Schultz, Laura Malwitz, and Mike LeBeau of CR- Building Performance Specialists, Inc. appeared before the Board to present their report summarizing the results of the Facility and Energy Assessment of the County owned YMCA. Schultz explained that following the 2015 initial assessment of the YMCA, with periodic updates, they had assembled and evaluated the energy data with the goal of supporting the Counties decision making process regarding strategic capital improvements and investments, energy conservation and saving strategies, space need considerations and all other improvements impacting the facility. The study estimated the building would need \$1.2

million in building system replacement renewal costs over the next 10 years.

Cadwell informed that Board that all three of the union contracts have been completed and that each of the contracts have provisions for the incorporation of the class/comp study findings into 2017 and beyond. The CCEA contract includes a .50 cent supplemental wage increase to defray employee contributions to medical coverage costs, which are \$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. Motion was made by Gamble, seconded by Moe, and carried by unanimous vote to approve the 2016 CCEA contract as ratified.

Cadwell requested posting a Maintenance Technician position to provide maintenance and custodial support to the YMCA. After much discussion regarding the joint agreement and contract, motion was made by Moe, seconded by Gamble, and carried with the following vote to table the decision until the contracts are done and fill in the position with the County Maintenance Crew until that time. Ayes: Moe, Gamble, and Storlie. Nays: Sivertson and Doo-Kirk.

Cadwell requested the Board approve the Classification/Compensation Study proposal submitted by Keystone Consulting. Cadwell stated the firm could begin as early as next week and that the employees of Cook County will also share in the responsibility of meeting this deadline. Motion was made by Sivertson, seconded by Storlie, and carried by unanimous vote to approve the Classification/Compensation Study proposal submitted by Keystone Consulting for \$46,505.00 with a completion date of December 31, 2016.

Cadwell announced that he had received a letter of resignation from Cook County Assessor Betty Schultz, stating her last day will be June 24, 2016. Motion was made by Moe, seconded by Gamble, and carried by unanimous vote to approve the resignation of Cook County Assessor Betty Schultz with regrets.

Commissioner Doo-Kirk reported that she would attend the WTIP interview on May 25, 2016.

There being no further business, motion was made and carried that the meeting be adjourned at 1:50 p.m.

HEIDI DOO-KIRK, Chair
Cook County Board of Commissioners

ATTEST: **BRAIDY POWERS**
Auditor-Treasurer