



ORIGINAL

Tuesday, March 2, 2021 at 9:00 a.m.

Board Room, Upper Level of the Historic Courthouse

Cmsr Dave Oslin: 1960 Big Bass Cove, Lake Havasu City, AZ 86404

Cmsr Tim Wilhelm: 15025 Williston Lane, Minnetonka, MN 55346

9:00 AM

1. CALL MEETING TO ORDER
2. PLEDGE OF ALLEGIANCE
3. APPROVE THE AGENDA (ADDITIONS AND DELETIONS)

9:01 AM

4. CONSENT AGENDA

- 4.1. Approve 2/16/2021 County Board Meeting Minutes
- 4.2. Review of Auditor's Warrants
- 4.3. Approve Payment to Counsel for Legal Services
- 4.4. Approve Payment to Counsel for Legal Services
- 4.5. Approve Payment to Counsel for Legal Services
- 4.6. Approve Payment to Counsel for Legal Services
- 4.7. Approve Payment to Counsel for Legal Services
- 4.8. Approve Commissioners' Mileage and Per Diems - February 2021
- 4.9. Consider Data Confidentiality/Security Agreement
- 4.10. Consider Extending MnDOT CSAH 8 Partnership Agreement #1003117A02
- 4.11. Consider PWD Resolution No. 2021-3-2-21-8, Accept CSAH 4 Shoulder Widening, Base and Bituminous
- 4.12. Consider Taser Upgrade
- 4.13. Consider Rescheduling Public Hearing for Drone Program
- 4.14. Information Only: Planning Commission Meeting Minutes of February 8, 2021

9:10 AM

5. REGULAR AGENDA

- 5.1. Presentation of Information: David Coudron of Advantenon
- 5.2. Consider Mille Lacs County Pandemic Economic Relief Grant Applications
- 5.3. Consider Penalty and Interest Abatement for Allstar Childcare
- 5.4. Conduct Public Hearing for Kennel License Application, Susan & Jay Kenady
- 5.5. Consider Conditional Use Permit by Stephan Davy for a Home Occupation
- 5.6. Consider Resolution No. 03-02-2021-01, Appoint the Environmental Resources Director/Land Commissioner as Drainage Inspector
- 5.7. Consider Resolution No. 03-02-2021-02, Appoint a County Recorder Pursuant to Minnesota Statute 375A.01

9:30 AM

6. COMMITTEE REPORTS

9:59 AM

7. ADJOURN

Work Session (Conference Room A):

(County Administrator Report as time allows)

1. COVID-19 Public Health Report – (Kay Winterfeldt, Community Health Services Supervisor)

-
2. Mille Lacs County Stakeholder Presentation – (Florence Dehn, Mille Lacs County Fair Board)
 3. Association of Minnesota Counties (AMC) Presentation – (Ryan Erdmann, Member Engagement Coordinator)
 4. Public Works Report – (Neal Knopik, County Engineer)
 5. Environmental Resources Report – (Chris Berg, Environmental Resources Director)
 6. Mille Lacs County Commissioners Open Discussion

Requested Meeting Date: 03/02/2021

(Board meets the 1st and 3rd Tuesday of each month)

Title of Item for Consideration:

Approve 2/16/2021 County Board Meeting Minutes

Consent Agenda

☒ Approve/Deny Motion ☐ Information Only
☐ Schedule Public Hearing*

**provide sample notice that will run in paper*

Regular Agenda – Estimate Time Needed: _____ minutes

☐ Approve/Deny Motion ☐ Discussion Item
☐ Direction Requested ☐ Hold Public Hearing*
☐ Presentation of Information

**provide copy of hearing notice that was published*

Submitted by:

Holly Wilson

Department:

ASO

Who will attend the meeting and be able to respond to questions? Give name and title:

Holly Wilson, Assistant County Administrator

Summary of Issue (include previous Board or Committee actions and/or minutes, as well as applicable dates):

Approval of the County Board meeting minutes is required.

Alternatives/Options/Comments:

Recommended Action/Motion:

Approve the County Board meeting minutes.

Financial Impact:

Is there a cost associated with this request? ☐ Yes ☐ No

What is the total cost, including tax and shipping? \$ _____

Are funds available in the budget? ☐ Yes ☐ No If no, please explain: _____

Additional Information Attached:

☐ Contract/Agreement

Approved by County Attorney's Office: ☐ Yes ☐ No If no, please explain: _____

☒ Minutes of Relevant Meeting(s)

☒ Background Information (such as price quotes, etc.) Minutes

Board action: (for use by Recording Secretary)

☐ Approved ☐ Denied ☐ Tabled:

Vice Chairperson Reynolds called the meeting to order at 9:01 a.m., with the following members present: Commissioners Reynolds, Tellinghuisen, and Peterson. Commissioner Wilhelm attended via teleconference from 15025 Williston Lane, Minnetonka, MN 55346. Commissioner Oslin was absent. The Pledge of Allegiance was recited.

Assistant County Administrator Holly Wilson introduced one (1) supplemental documents and four (4) add-on agenda request items to the County Board:

- 5.4 Consider Mille Lacs County Pandemic Economic Relief Grant Application – Supplemental Documents
- 5.5 Consider Resolution No. 02-16-2021-04, Republic Services Renewal Agreement
- 5.6 Approve Labor Agreement with Minnesota Public Employees Association (MPEA)
- 5.7 Consider Land Services Manager/County Recorder Position Description and Proceed with Hire
- 5.8 Consider Sheriff's Office Snowmobile Purchase

Cmsr Peterson motioned to accept the agenda as amended; Cmsr Tellinghuisen seconded. A roll call vote was called; Cmsrs Wilhelm, Reynolds, Tellinghuisen, and Peterson voted aye. Cmsr Oslin was absent. Motion carried.

CONSENT AGENDA

A motion was made by Cmsr Wilhelm seconded by Cmsr Reynolds, to approve the following consent agenda items:

- Approve 2/2/2021 County Board Meeting Minutes;
- Review of Auditor's Warrants;
- Consider Tobacco License for Lake Stop;
- Consider Resolution No. 02-16-2021-01, Charitable Gambling Permit for Platte Lake Property Owner's Association;

Board of County Commissioners

Mille Lacs County, Minnesota

Resolution No.: 02-16-2021-01

Approval of Charitable Gambling

BE IT RESOLVED, the Mille Lacs County Board of Commissioners hereby approves granting a new gambling premise located at Bayview Bar and Grill, 39497 92nd Ave, Onamia MN 56359.

Adopted this 16th day of February, 2021

- Consider Resolution No. 02-16-2021-02, Charitable Gambling Permit for Milaca Golf Club;

Board of County Commissioners

Mille Lacs County, Minnesota

Resolution No. : 02-16-2021-02

Approval of Charitable Gambling

BE IT RESOLVED, the Mille Lacs County Board of Commissioners hereby approves granting an Exempt Permit for Milaca Golf Club to conduct a raffle event on April 11, 2021 at Milaca Golf Club located at 15679 Central Ave, Milaca, MN 56353.

Adopted this 16th day of February, 2021

- Consider Resolution No. 02-16-2021-03, Charitable Gambling Permit for Ducks Unlimited;

Board of County Commissioners

Mille Lacs County, Minnesota

Resolution No. : 02-16-2021-03

Approval of Charitable Gambling

BE IT RESOLVED, the Mille Lacs County Board of Commissioners hereby approves granting an Exempt Permit for Ducks Unlimited to conduct a raffle event on April 22, 2021 at Northern Lights Banquet Center located at 10376 112th Ave, Milaca, MN 56353

Adopted this 16th day of February, 2021

- Consider PWD Resolution No. 2021-2-16-21-3, Princeton Township Local Road Improvement Program (LRIP) Grant Sponsorship;

Board of County Commissioners

Mille Lacs County, Minnesota

RESOLUTION APPROVING SPONSORSHIP FOR LOCAL ROAD IMPROVEMENTS PROGRAM (LRIP) GRANT FOR FISCAL YEAR 2025 WITH PRINCETON TOWNSHIP

PWD Resolution 2021-2-16-21-3

Be it resolved that Mille Lacs County agrees to act as the sponsoring agency for the project identified as Princeton Township Local Roads Improvement Program (LRIP) Grant seeking State Aid and has reviewed and approved the application as proposed. Per this resolution, the County is not responsible for any costs which the grant does not cover, nor will the County maintain this project. The Township is responsible for the design, inspection, construction to the State Standards and all costs associated with the project. Should the grant application be successful, Mille Lacs County and Princeton Township will enter into a formal agreement outlining the responsibilities of each party. Be it further resolved that Neal Knopik, Mille Lacs County Engineer, is hereby authorized to act as agent on behalf of this sponsoring agency.

- Consider PWD Resolution No. 2021-2-16-21-4, Accept CSAH 5 Box Culvert Replacement;

Board of County Commissioners
Mille Lacs County, Minnesota

ACCEPTANCE OF SAP 048-605-015

CSAH 5 BOX CULVERT REPLACEMENT OVER PRAIRIE BROOK

PWD Resolution No. 2021-2-16-21-4

WHEREAS, SAP 048-605-015, Contract No. 201904, CSAH Box Culvert Replacement over Prairie Brook, by Helmin Construction, Inc., 4980 420th Avenue, Foley, MN 56329; located on County State Aid Highway 5 over Prairie Brook; original contract cost was \$274,527 and the final contract cost is \$274,525.46; and the County Board being fully advised,
NOW THEREFORE, BE IT RESOLVED, that we do hereby accept said completed project for Mille Lacs County and authorize final payment.

Adopted this 16th day of February, 2021

- Consider PWD Resolution No. 2021-2-16-21-5, Borgholm Township Local Road Improvement Program (LRIP) Grant Sponsorship - 100th Avenue;

Board of County Commissioners
Mille Lacs County, Minnesota

RESOLUTION APPROVING SPONSORSHIP FOR LOCAL ROAD IMPROVEMENTS PROGRAM (LRIP) GRANT WITH BORGHOLM TOWNSHIP 100th AVENUE

PWD Resolution 2021-2-16-21-5

Be it resolved that Mille Lacs County agrees to act as the sponsoring agency for the project identified as Borgholm Township Local Roads Improvement Program (LRIP) Grant 100th Avenue and is seeking State Aid and has reviewed and approved the draft application as proposed. Per this resolution, the County is not responsible for any costs which the grant does not cover, nor is the County responsible for maintaining this project. The Township is responsible for the design, inspection, construction to the State Standards and all costs associated with the project. Should the grant application be successful, Mille Lacs County and Princeton Township will enter into a formal agreement outlining these responsibilities. Be it further resolved that Neal Knopik, Mille Lacs County Engineer, is hereby authorized to act as agent on behalf of this sponsoring agency.

- Consider PWD Resolution No. 2021-2-16-21-6, Borgholm Township Local Road Improvement Program (LRIP) Grant Sponsorship - 110th Avenue;

Board of County Commissioners
Mille Lacs County, Minnesota

RESOLUTION APPROVING SPONSORSHIP FOR LOCAL ROAD IMPROVEMENTS PROGRAM (LRIP) GRANT WITH BORGHOLM TOWNSHIP 110th AVENUE

PWD Resolution 2021-2-16-21-6

Be it resolved that Mille Lacs County agrees to act as the sponsoring agency for the project identified as Borgholm Township Local Roads Improvement Program (LRIP) Grant 110th Avenue and is seeking State Aid and has reviewed and approved the draft application as proposed. Per this resolution, the County is not responsible for any costs which the grant does not cover, nor is the County responsible for maintaining this project. The Township is responsible for the design, inspection, construction to the State Standards and all costs associated with the project. Should the grant application be successful, Mille Lacs County and Princeton Township will enter into a formal agreement outlining these responsibilities.

Be it further resolved that Neal Knopik, Mille Lacs County Engineer, is hereby authorized to act as agent on behalf of this sponsoring agency.

- Consider Amendment to the UCARE Contract - County Participation Agreement;
- Consider Scheduling a Public Hearing Date for Kennel License Application;
- Information Only: January 2021 Jail Housing Report.

A roll call vote was called; Cmsrs Wilhelm, Reynolds, Tellinghuisen, and Peterson voted aye. Cmsr Oslin was absent. Motion carried.

CONSIDER SCHEDULING A PUBLIC HEARING FOR DRONE PROGRAM

County Sheriff Don Lorge presented the request to hold a public hearing concerning the drone program. Cmsr Peterson motioned to schedule the drone program public hearing for Tuesday, March 2, 2021; Cmsr Tellinghuisen seconded. A roll call vote was called; Cmsrs Wilhelm, Reynolds, Tellinghuisen, and Peterson voted aye. Cmsr Oslin was absent. Motion carried.

CONSIDER RESIGNATION OF LAND SERVICES DIRECTOR/COUNTY RECORDER

Assistant County Administrator Holly Wilson presented the resignation of the Land Services Director/County Recorder Michele McPherson. Discussion occurred among the Commissioners; Wilson stated that an add-on agenda item would discuss alterations to the position description. Cmsr Peterson motioned to approve the resignation of the Land Services Director/County Recorder Michele McPherson; Cmsr Wilhelm seconded. A roll call vote was called; Cmsrs Wilhelm, Reynolds, Tellinghuisen, and Peterson voted aye. Cmsr Oslin was absent. Motion carried.

CONSIDER SUPPORT FOR FUNDING STATE NOXIOUS WEED PREVENTION PROGRAM

SWCD Director Susan Shaw presented the proposed letter of support concerning State funding for the Noxious Weed Prevention Program. Shaw discussed the State's budget associated with noxious weed control. Cmsr Wilhelm motioned to approve the letter of support for the Noxious Weed Prevention Program; Cmsr Peterson seconded. A roll call vote was called; Cmsrs Wilhelm, Reynolds, Tellinghuisen, and Peterson voted aye. Cmsr Oslin was absent. Motion carried.

CONSIDER MILLE LACS COUNTY PANDEMIC ECONOMIC RELIEF GRANT APPLICATIONS

Economic Development Manager Michael Wimmer presented the Pandemic Economic Relief Grant Applications received. Cmsr Wilhelm motioned to approve the Mille Lacs County Pandemic Economic Relief Grant Applications; Cmsr Peterson seconded. A roll call vote was called; Cmsrs Wilhelm, Reynolds, Tellinghuisen, and Peterson voted aye. Cmsr Oslin was absent. Motion carried.

CONSIDER RESOLUTION NO. 02-16-2021-04, REPUBLIC SERVICES RENEWAL AGREEMENT

Environmental Resources Technician Dilan Christiansen discussed the annual Republic Services Renewal Agreement; Christiansen stated that it is the most cost-effective option to continue the relationship with Republic Services. Discussion occurred among the Commissioners concerning the recycling costs associated with the recycling trailers. Christiansen stated that the recycling trailers are brought to the Stearns County recycling center, while waste products are brought to Republic Services. Christiansen stated that additional recycling statistics would be brought to the Board at a future meeting. Assistant County Administrator Wilson introduced Environmental Resources Director Chris Berg. The Board welcomed Mr. Berg to Mille Lacs County. Cmsr Tellinghuisen motioned to adopt Resolution No. 02-16-2021-04, Republic Services Renewal Agreement; Cmsr Peterson seconded. A roll call vote was called; Cmsrs Wilhelm, Reynolds, Tellinghuisen, and Peterson voted aye. Cmsr Oslin was absent. Motion carried.

Resolution No. 02-16-2021-04

AMENDMENT TO RECYCLING SERVICES AND MATERIALS AGREEMENT

This Amendment to Recycling Services and Materials Management Agreement ("Amendment") is entered into as of January 18, 2021 ("Effective Date"), between Mille Lacs, Minnesota ("Seller"), and Allied Waste Services of North America, LLC, a Delaware Limited Liability Corporation d/b/a Minden Transfer Station ("Buyer").

Recitals: A. Seller and Buyer entered into a Recycling Services and Materials Agreement, dated March 1, 2020, the ("Agreement") B. Seller and Buyer have now agreed to extend the term of the Agreement and modify of terms as set forth below.

Agreement: NOW, THEREFORE, for good and valuable consideration, the receipt and sufficiency of which the parties acknowledge, the parties agree to the following terms and conditions:

- 1. Term. Pursuant to Section 3 of the Agreement, Seller and Buyer agree to extend the term for an additional one (1) year Term now terminating on February 28, 2022.*
- 2. Recycling Rebate/Tip Fee. Pursuant to Section 4 of the Agreement, Seller and Buyer agree that the current processing and disposal fees shall be increased by five percent (5%), beginning on March 1, 2021.*
- 3. Capitalized Terms. Capitalized terms used but not otherwise defined in this Amendment shall have the meanings assigned to them in the Agreement.*
- 4. Continuing Effect. Except as expressly modified or amended by this Amendment, all terms and provisions of the Agreement shall remain in full force and effect. In the case of a conflict in meaning between the Agreement and this Amendment, this Amendment shall prevail.*
- 5. Counterparts. This Amendment may be executed in one or more counterparts, each of which shall be deemed an original and all of which combined shall constitute one and the same instrument. Facsimile and/or electronic copies of the parties' signatures shall be valid and treated the same as original signatures.*

Tuesday, February 16, 2021

IN WITNESS WHEREOF, the parties have entered into this Amendment to be effective as of the Effective Date.

APPROVE LABOR AGREEMENT WITH MINNESOTA PUBLIC EMPLOYEES ASSOCIATION (MPEA)

Assistant County Administrator Wilson reviewed the Minnesota Public Employees Association (MPEA) contract. Cmsr Peterson motioned to approve the Minnesota Public Employees Association labor agreement; Cmsr Wilhelm seconded. A roll call vote was called; Cmsrs Wilhelm, Reynolds, Tellinghuisen, and Peterson voted aye. Cmsr Oslin was absent. Motion carried.

CONSIDER LAND SERVICES MANAGER/COUNTY RECORDER POSITION DESCRIPTION AND PROCEED WITH HIRE

Assistant County Administrator Wilson discussed altering the Land Services Director/County Recorder position description to the proposed Land Services Manager/County Recorder position. Wilson discussed the estimated timeline associated with hiring a qualified candidate. Cmsr Wilhelm motioned to table the Land Services Manager/County Recorder position description until the March 2, 2021 County Board Meeting. Motion failed.

Cmsr Peterson motioned to approve the Land Services Manager/County Recorder position description and proceeding to hire; Cmsr Tellinghuisen seconded. A roll call vote was called; Cmsrs Reynolds, Tellinghuisen, and Peterson voted aye. Cmsr Wilhelm voted nay. Cmsr Oslin was absent. Motion carried.

CONSIDER SHERIFF'S OFFICE SNOWMOBILE PURCHASE

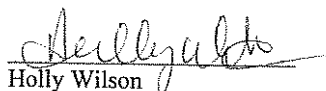
Chief Deputy Kyle Burton requested approval for the purchase of a snowmobile for use by search and rescue staff. Burton stated that the snowmobile purchase had been budgeted for by the Sheriff's Office. Cmsr Peterson motioned to approve the purchase of the snowmobile from Duluth Lawn and Sport; Cmsr Tellinghuisen seconded. A roll call vote was called; Cmsrs Reynolds, Tellinghuisen, and Peterson voted aye. Cmsr Wilhelm voted nay. Cmsr Oslin was absent. Motion carried.

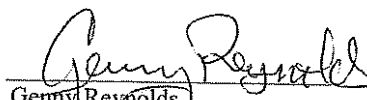
COMMITTEE REPORTS

Assistant County Administrator Wilson discussed the AMC virtual conference that would be held the upcoming week. Cmsr Reynolds and Cmsr Wilhelm indicated that it would be appropriate for all staff to take a moment of silence for those affected by the Buffalo, Minnesota clinic shooting at 11:00 a.m. on Tuesday, February 16, 2021.

Cmsr Tellinghuisen motioned to adjourn the meeting 9:43 a.m.; Cmsr Peterson seconded. A roll call vote was called; Cmsrs Reynolds, Tellinghuisen, Peterson, and Wilhelm voted aye. Cmsr Oslin was absent. Motion carried.

ATTEST:


Holly Wilson
Assistant County Administrator


Genny Reynolds
County Board Vice Chairperson

Requested Meeting Date: 03/02/2021
(Board meets the 1st and 3rd Tuesday of each month)

Title of Item for Consideration: Review of Auditor's Warrants	
Consent Agenda ☒ Approve/Deny Motion ☐ Information Only ☐ Schedule Public Hearing* <i>*provide sample notice that will run in paper</i>	Regular Agenda – Estimate Time Needed: _____ minutes ☐ Approve/Deny Motion ☐ Discussion Item ☐ Direction Requested ☐ Hold Public Hearing* ☐ Presentation of Information <i>*provide copy of hearing notice that was published</i>
Submitted by: Holly Wilson	Department: ASO
Who will attend the meeting and be able to respond to questions? Give name and title: Holly Wilson, Assistant County Administrator	
Summary of Issue (include previous Board or Committee actions and/or minutes, as well as applicable dates): The County Board has authorized the County Auditor-Treasurer and the County Administrator to approve claims for payment according to guidelines adopted by the Board. Claims paid in such a manner are summarized and presented to the Board for review.	
Alternatives/Options/Comments:	
Recommended Action/Motion: Review of Auditor's Warrants.	
Financial Impact: Is there a cost associated with this request? ☐ Yes ☐ No What is the total cost, including tax and shipping? \$ _____ Are funds available in the budget? ☐ Yes ☐ No If no, please explain: _____	
Additional Information Attached: ☐ Contract/Agreement Approved by County Attorney's Office: ☐ Yes ☐ No If no, please explain: _____ ☐ Minutes of Relevant Meeting(s) ☒ Background Information (such as price quotes, etc.) Auditor's Warrants	
Board action: (for use by Recording Secretary) ☐ Approved ☐ Denied ☐ Tabled: _____	

MLKAREN
2/19/21 1:37PM
1 County Revenue Fund

**** Mille Lacs County ****

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Vendor Name
No. Account/Formula
5003 East Central Energy
01-283-000-0000-6251
3 5003 East Central Energy

77449 Hill Capitol Strategies Inc
01-003-000-0000-6261
1 77449 Hill Capitol Strategies Inc

3392 Madden Galanter Hansen Llp
01-035-000-0000-6261
5 3392 Madden Galanter Hansen Llp

76456 US Postmaster
01-060-000-0000-6202
8 76456 US Postmaster

2587 Verizon Wireless
01-071-000-0000-6301
9 2587 Verizon Wireless

1 Fund Total:

Amount	Warrant Description	Service Dates	Invoice #	Account/Formula Descripti	1099
18.14	ONAMIA TOWER	1 Transactions	Paid On Bhf #	On Behalf of Name	
18.14				Utility Services	N
10,000.00	GOVERNMENT AFFAIRS-MARCH	1 Transactions		Professional Services	N
10,000.00				Professional Services	Y
2,196.00	JANUARY 2021 SERVICES	1 Transactions		Postage	N
2,196.00				Postage	
3,205.13	QUARTERLY NEWSLETTER	1 Transactions		Repair & Maintenance - Bldg & Equi	N
3,205.13				Repair & Maintenance - Bldg & Equi	N
601.04	ELECTION HOT SPOTS	1 Transactions			
601.04					
16,020.31	County Revenue Fund		5 Vendors	5 Transactions	

**** Mille Lacs County ****

MLKAREN
2/19/21 1:37PM
11 Community and Veterans :

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

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Vendor Name		Rpt		Invoice #		Account/Formula Descripti		1099	
No.	Account/Formula	Accr	Amount	Warrant Description	Service Dates	Paid On Bhf #	On Behalf of Name		
7	139 Mn Child Support Payment Center		100.00	MCI# 0014466550			Reimb Collections	N	
	11- 420- 640- 0000- 6835		100.00		1 Transactions				
139	Mn Child Support Payment Center		100.00						
11 Fund Total:				Community and Veterans Servi	1 Vendors		1 Transactions		

**** Mille Lacs County ****

MLKAREN
2/19/21 1:37PM
37 Capital Projects Fund

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

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Vendor Name		Rpt	Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Descripti On Behalf of Name	1099
No.	Account/Formula							
4	5003 East Central Energy			316.53	WAHKON TOWER 1 Transactions			
	37- 873- 000- 0000- 6603			316.53			Equip.Furniture,Fixtures	N
2	11065 Kennedy & Graven Chartered			235.75	LOST LEGAL FEES- JAN 2021 1 Transactions			
	37- 874- 000- 0000- 6261			235.75			Professional Services	N
37 Fund Total:				552.28	Capital Projects Fund	2 Vendors	2 Transactions	

MLKAREN
2/19/21 1:37PM
81 Taxes & Penalties Fund

**** Mille Lacs County ****

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

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Vendor Name		Rpt Acct	Amount	Warrant Description		Invoice #	Account/Formula Descripti	
No.	Account/Formula			Service Dates			Paid On Bhf #	On Behalf of Name
13021	Mille Lacs Energy Coop		41.00	ELECTRIC FORF PROP 14- 240- 0080	1 Transactions			
6	81- 815- 000- 0000- 6803		41.00					Miscellaneous Expense N
13021	Mille Lacs Energy Coop		41.00					
81 Fund Total:			16,713.59	Taxes & Penalties Fund	9 Vendors	9 Transactions	1 Vendors	1 Transactions
Final Total:								

MLKAREN
2/19/21

1:37PM

**** Mille Lacs County ****

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Recap by Fund

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
1	16,020.31	County Revenue Fund
11	100.00	Community and Veterans Service
37	552.28	Capital Projects Fund
81	41.00	Taxes & Penalties Fund
All Funds	16,713.59	Total

Approved by,


Eric Bartsch
2/21/2021


2/23/2021



**** Mille Lacs County ****



MLKAREN
2/17/21 3:43PM
1 County Revenue Fund

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Vendor Name	No.	Account/Formula	Accr	Rpt	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Descripti On Behalf of Name
78260	BACK ALLEY BOWL	01-703-000-0000-6849			10,000.00	PANDEMIC ECONOMIC RELIEF GRANT 1 Transactions		Federal COVID Stimulus Expense G
78260	BACK ALLEY BOWL				10,000.00			
78262	BAYVIEW BAR & GRILL	01-703-000-0000-6849			10,000.00	PANDEMIC ECONOMIC RELIEF GRANT 1 Transactions		Federal COVID Stimulus Expense G
78262	BAYVIEW BAR & GRILL				10,000.00			
78238	BETABFIT PERSONAL TRAINING & CONST	01-703-000-0000-6849			10,000.00	PANDEMIC ECONOMIC RELIEF GRANT 1 Transactions		Federal COVID Stimulus Expense G
78238	BETABFIT PERSONAL TRAINING & CONST				10,000.00			
78263	BOPHA SAR LLC	01-703-000-0000-6849			10,000.00	PANDEMIC ECONOMIC RELIEF GRANT 1 Transactions		Federal COVID Stimulus Expense G
78263	BOPHA SAR LLC				10,000.00			
78264	CENTRAL MN LIVESTOCK SOURCING	01-703-000-0000-6849			10,000.00	PANDEMIC ECONOMIC RELIEF GRANT 1 Transactions		Federal COVID Stimulus Expense G
78264	CENTRAL MN LIVESTOCK SOURCING				10,000.00			
77122	Dad Endeavors	01-703-000-0000-6849			10,000.00	PANDEMIC ECONOMIC RELIEF GRANT 1 Transactions		Federal COVID Stimulus Expense G
77122	Dad Endeavors				10,000.00			
77070	Geno's Bar & Grill Incorporated	01-703-000-0000-6849			10,000.00	PANDEMIC ECONOMIC RELIEF GRANT 1 Transactions		Federal COVID Stimulus Expense G
77070	Geno's Bar & Grill Incorporated				10,000.00			
78265	GLOBAL RETAIL ENVIRONMENTS	01-703-000-0000-6849			10,000.00	PANDEMIC ECONOMIC RELIEF GRANT 1 Transactions		Federal COVID Stimulus Expense G
78265	GLOBAL RETAIL ENVIRONMENTS				10,000.00			
78266	HC EVENT CENTER INC	01-703-000-0000-6849			10,000.00	PANDEMIC ECONOMIC RELIEF GRANT 1 Transactions		Federal COVID Stimulus Expense G
78266	HC EVENT CENTER INC				10,000.00			
78261	LEWIS ENTERPRISES INC	01-703-000-0000-6849			10,000.00	PANDEMIC ECONOMIC RELIEF GRANT 1 Transactions		Federal COVID Stimulus Expense G
78261	LEWIS ENTERPRISES INC				10,000.00			



**INTEGRATED
FINANCIAL SYSTEMS**

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Warrant Description	Invoice #	Account/Formula Descripti	1099
Service Dates	Paid On Bhf #	On Behalf of Name	

<u>Invoice #</u>	<u>Account/Formula Descripti</u>	<u>1099</u>
<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>	

<u>Invoice #</u>	<u>Account/Formula Descripti</u>	<u>1099</u>
<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>	

14 Vendors 14 Transactions

140,000.00	14 Vendors	14 Transactions
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MLKAREN
2/17/21

3:43PM

**** Mille Lacs County ****

Audit List for Board AUDITOR'S VOUCHERS ENTRIES



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Recap by Fund

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
1	140,000.00	County Revenue Fund
All Funds	140,000.00	Total

Approved by,

h

Eric Burtisch

2/21/2021

Dullyulub 2/23/2021

*** Mille Lacs County ***



MLKAREN
2/17/21 1:49PM
1 County Revenue Fund

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Vendor	Name	No.	Account/Formula	Amount	Warrant Description	Service Dates	Invoice #	Account/Formula	Descripti	1099
5003	East Central Energy									
3		01-110-000-0000-6251		3,167.58	ACCT# 206732200				Utility Services	N
4		01-110-000-0000-6251		753.62	ACCT# 48902				Utility Services	N
5		01-110-000-0000-6251		3,371.87	ACCT# 982454200				Utility Services	N
6		01-110-000-0000-6251		5.91	ACCT# 207104400				Utility Services	N
7		01-110-000-0000-6251		315.49	ACCT# 207104500				Utility Services	N
5003	East Central Energy			7,614.47						
										5 Transactions
21488	First National Bank Milaca									
8		01-221-000-0000-6846		150.00	AUTHORIZED EXPENDITURE				Forfeiture Expenditures	N
21488	First National Bank Milaca			150.00						1 Transactions
13021	Mille Lacs Energy Coop									
14		01-205-000-0000-6251		237.00	ACCT# 64-55-072-01				Utility Services	N
15		01-205-000-0000-6251		57.19	ACCT# 64-59-204-02				Utility Services	N
13021	Mille Lacs Energy Coop			294.19						2 Transactions
2587	Verizon Wireless									
16		01-035-000-0000-6203		139.50	CELL PHONES				Phone	N
18		01-041-000-0000-6203		41.50	CELL PHONES				Phone	N
20		01-060-000-0000-6839		2,109.02	CVS CELL PHONES				reimb collections- inter office	N
27		01-060-000-0000-6839		315.50	PW CELL PHONES				reimb collections- inter office	N
36		01-060-000-0000-6839		70.02	CVS AIR CARDS				reimb collections- inter office	N
37		01-060-000-0000-6839		35.01	PW AIR CARDS				reimb collections- inter office	N
28		01-063-000-0000-6203		195.00	CELL PHONES				Phone	N
35		01-063-000-0000-6203		35.01	AIR CARDS				Phone	N
29		01-063-000-0000-6402		320.98	EQUIPMENT				Office Supplies	N
39		01-071-000-0000-6301		35.01	AIR CARDS				Repair & Maintenance - Bldg & Equi	N
19		01-091-000-0000-6203		420.00	CELL PHONES				Phone	N
17		01-100-000-0000-6203		227.50	CELL PHONES				Phone	N
24		01-107-000-0000-6203		83.00	CELL PHONES				Phone	N
25		01-110-000-0000-6203		129.50	CELL PHONES				Phone	N
30		01-201-000-0000-6203		1,480.93	AIR CARDS				Phone	N
31		01-202-000-0000-6203		140.04	AIR CARDS				Phone	N
32		01-202-000-0000-6203		35.01	DVS OFFICER- AIR CARD				Phone	N
33		01-251-000-0000-6203		35.01	AIR CARDS				Phone	N
26		01-255-000-0000-6203		267.32	CELL PHONES				Phone	N
22		01-280-000-0000-6203		46.50	CELL PHONES				Phone	N
34		01-283-000-0000-6203		35.01	AIR CARDS				Phone	N

*** Mille Lacs County ***



Page 3

MLKAREN
2/17/21 1:49PM
1 County Revenue Fund

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Vendor Name		Rpt		Warrant Description		Invoice #		Account/Formula Descripti	
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name	Phone		
23	01-617-000-0000-6203		176.00	CELL PHONES			Phone		N
38	01-617-000-0000-6203		70.02	AIR CARDS			Phone		N
21	01-701-000-0000-6203		41.50	CELL PHONES			Phone		N
2587	Verizon Wireless		6,483.89	24 Transactions					
1 Fund Total:			14,542.55	County Revenue Fund	4 Vendors			32 Transactions	

**** Mille Lacs County ****

MLKAREN
2/17/21 1:49PM
77 County Agency Fund

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Page 4

Vendor Name		Account/Formula	Accr	Rpt	Amount	Warrant Description	Service Dates	Invoice #	Account/Formula	Descripti	1099
No.	No.							Paid On Bhf #	On Behalf of Name		
2	77366	Blue Cross Blue Shield of Minnesota									
		77-915-000-0000-6805			18.35-	CREDIT FOR 2020 VISION INS			Vision Ins. 2020		N
	1	77-916-000-0000-6805			727.89	FEB 2021 PREMIUMS			Vision Ins. 2021		N
	77366	Blue Cross Blue Shield of Minnesota			709.54		2 Transactions				
12	77948	THE LINCOLN NATIONAL LIFE INSURANC									
		77-907-000-0000-6805			29.91-	CREDIT FOR 2020 PREMIUMS			2020 Life Ins		N
	11	77-908-000-0000-6805			5,107.73	JAN 2021 PREMIUMS			2021 Life Ins		N
	10	77-911-000-0000-6805			2,408.85	JAN 2021 PREMIUMS			STD 2021		N
	9	77-913-000-0000-6805			3,332.61	JAN 2021 PREMIUMS	4 Transactions		LTD 2021		N
	77948	THE LINCOLN NATIONAL LIFE INSURANC			10,819.28						
77 Fund Total:					11,528.82	County Agency Fund	2 Vendors			6 Transactions	

*** Mille Lacs County ***



MLKAREN
2/17/21 1:49PM
81 Taxes & Penalties Fund

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Vendor Name	Account/Formula	No.	Amount	Warrant Description	Service Dates	Invoice #	Account/Formula	Descripti	1099
Accr	Rpt								
13021	Mille Lacs Energy Coop	81-815-000-0000-6803	53.93	ELEC ON FORFEIT 14-240-0080	1 Transactions				
13021	Mille Lacs Energy Coop		53.93					Miscellaneous Expense	N
81 Fund Total:			53.93	Taxes & Penalties Fund	1 Vendors			1 Transactions	
Final Total:			26,125.30	7 Vendors	39 Transactions				

MLKAREN
2/17/21

1:49PM

**** Mille Lacs County ****

Audit List for Board AUDITOR'S VOUCHERS ENTRIES



Page 6

Recap by Fund

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
1	14,542.55	County Revenue Fund
77	11,528.82	County Agency Fund
81	53.93	Taxes & Penalties Fund
All Funds	26,125.30	Total

Approved by:

A handwritten signature in black ink, appearing to read 'Eric Bartsch'.

Eric Bartsch

2/21/2021

Dudguleba 2/23/2021

**** Mille Lacs County ****



Page 2

MLKAREN

2/12/21 2:40PM

1 County Revenue Fund

Vendor Name		Rpt		Invoice #		Account/Formula Descripti	
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name		
77807	Enterprise FM Trust						
4	01- 201- 000- 0000- 6565		VEH MAINT		Repair & Maintenance- Auto	N	
3	01- 201- 000- 0000- 6605		NEW SQUADS		Vehicles	N	
6	01- 202- 000- 0000- 6565		VEH MAINT		Repair & Maintenance- Auto	N	
5	01- 202- 000- 0000- 6605		NEW SQUADS		Vehicles	N	
7	01- 205- 000- 0000- 6565		MONTHLY MAINT FEE		Repair & Maintenance- Auto	N	
8	01- 251- 000- 0000- 6565		MONTHLY MAINT FEE		Repair & Maintenance- Auto	N	
77807	Enterprise FM Trust			6 Transactions			
13056	Mille Lacs Cty Auditor Treasurer						
15	01- 060- 000- 0000- 6841		FLS- STATE DEED TAX 15X		Reimb Collections- Forf Land Sale	N	
13056	Mille Lacs Cty Auditor Treasurer			1 Transactions			
2927	Mille Lacs Cty Land Service Office						
16	01- 060- 000- 0000- 6841		FLS- RECORDING FEE 15X		Reimb Collections- Forf Land Sale	N	
2927	Mille Lacs Cty Land Service Office			1 Transactions			
999999993	THE PUBLIC GROUP						
1	01- 060- 000- 0000- 5859		AUCTION FEE 26 PARCELS SOLD		Auction Fee Collection	N	
999999993	THE PUBLIC GROUP			1 Transactions			
1 Fund Total:			County Revenue Fund	4 Vendors	9 Transactions		

*** Mille Lacs County ***



MLKAREN
2/12/21 2:40PM
11 Community and Veterans :

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Vendor Name		Rpt		Amount	Warrant Description Service Dates	Invoice #		Account/Formula Descripti	1099
No.	Account/Formula	Accr				Paid On Bhf #	On Behalf of Name		
9	139 Mn Child Support Payment Center			136.80	MCI# 0014098086			Reimb Collections	N
10	11- 420- 640- 0000- 6835			100.00	MCI# 0014466550			Reimb Collections	N
	139 Mn Child Support Payment Center			236.80				2 Transactions	
	11 Fund Total:			236.80	Community and Veterans Servi			1 Vendors	2 Transactions

**** Mille Lacs County ****



MLKAREN
2/12/21 2:40PM
75 State Agency Fund

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Vendor Name		Rpt Accr	Amount	Warrant Description Service Dates	Invoice #		Account/Formula Descripti	1099
No.	Account/Formula				Paid On Bhf #	On Behalf of Name		
13307	Mn Dept Of Commerce							
11	75- 895- 000- 0000- 6805		182.50	AUD TREAS UNCLAIMED PROPERTY			Collected For Other Agencies	N
12	75- 895- 000- 0000- 6805		811.73	JAIL UNCLAIMED PROPERTY			Collected For Other Agencies	N
13	75- 895- 000- 0000- 6805		70.36	SHERIFF UNCLAIMED PROPERTY			Collected For Other Agencies	N
14	75- 895- 000- 0000- 6805		99.20	CVS UNCLAIMED PROPERTY			Collected For Other Agencies	N
13307	Mn Dept Of Commerce		1,163.79	4 Transactions				
75 Fund Total:			1,163.79	State Agency Fund	1 Vendors	4 Transactions		

MIKAREN

2/12/21 2:40PM

81 Taxes & Penalties Fund

**** Mille Lacs County ****

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Vendor Name

No. Account/Formula
999999993 THE PUBLIC GROUP
2 81- 815- 000- 0000- 6803
999999993 THE PUBLIC GROUP

81 Fund Total:

Final Total:

Accr
Rpt

Amount

Warrant Description

Service Dates

Invoice #

Account/Formula Descripti 1099
Paid On Bhf # On Behalf of Name

505.03 AUCTION FEE 4 PARCELS UNSOLD
505.03 1 Transactions

505.03 Taxes & Penalties Fund

29,267.34 7 Vendors 16 Transactions

1 Vendors 1 Transactions

Miscellaneous Expense N



MLKAREN
2/12/21

2:40PM

**** Mille Lacs County ****

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

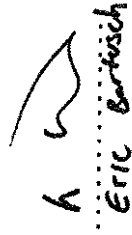


Page 6

Recap by Fund

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
1	27,361.72	County Revenue Fund
11	236.80	Community and Veterans Service
75	1,163.79	State Agency Fund
81	505.03	Taxes & Penalties Fund
All Funds	29,267.34	Total

Approved by:



Eric Barish

2/15/2021

Judy ulster 2/23/2021

**** Mille Lacs County ****



MLKAREN 2/9/21 10:51AM
1 County Revenue Fund

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Vendor Name		No. Account/Formula		Accr	Rpt	Amount	Warrant Description	Service Dates	Invoice #	Account/Formula Descripti	1099
23121 Frontier										Paid On Bhf #	On Behalf of Name
2	01-035-000-0000-6203					121.87	PHONE SERVICE				Phone N
4	01-041-000-0000-6203					37.50	PHONE SERVICE				Phone N
1	01-060-000-0000-6839					46.87	SWCD				reimb collections-inter office N
3	01-060-000-0000-6839					374.99	CRT ADMIN				reimb collections-inter office N
15	01-060-000-0000-6839					112.50	PW				reimb collections-inter office N
16	01-060-000-0000-6839					937.48	CVS				reimb collections-inter office N
6	01-063-000-0000-6203					37.50	PHONE SERVICE				Phone N
7	01-091-000-0000-6203					178.12	PHONE SERVICE				Phone N
5	01-100-000-0000-6203					56.25	PHONE SERVICE				Phone N
9	01-107-000-0000-6203					28.12	PHONE SERVICE				Phone N
8	01-110-000-0000-6203					28.12	PHONE SERVICE				Phone N
10	01-201-000-0000-6203					393.74	PHONE SERVICE				Phone N
11	01-202-000-0000-6203					18.75	PHONE SERVICE				Phone N
20	01-205-000-0000-6203					75.00	PHONE SERVICE				Phone N
12	01-251-000-0000-6203					215.62	PHONE SERVICE				Phone N
13	01-255-000-0000-6203					121.89	PHONE SERVICE				Phone N
17	01-280-000-0000-6203					9.37	PHONE SERVICE				Phone N
14	01-603-000-0000-6203					18.75	PHONE SERVICE				Phone N
18	01-617-000-0000-6203					37.50	PHONE SERVICE				Phone N
19	01-701-000-0000-6203					9.37	PHONE SERVICE				Phone N
23121 Frontier						2,859.31		20 Transactions			
15008 Onamia City											
25	01-205-000-0000-6251					36.73	JAN UTILITIES				Utility Services N
15008 Onamia City						36.73		1 Transactions			
999999993 SIMPLIFILE											
26	01-041-000-0000-5014					26.77	MORTGAGE REGISTRATION TAX				Deed Tax N
999999993 SIMPLIFILE						26.77		1 Transactions			
2587 Verizon Wireless											
27	01-201-000-0000-6203					41.66	CELL PHONES				Phone N
29	01-201-000-0000-6203					1,282.94	CELL PHONES				Phone N
33	01-201-000-0000-6203					41.50	GREELEY- DV COURT				Phone N
30	01-202-000-0000-6203					249.00	CELL PHONES				Phone N
31	01-205-000-0000-6203					41.50	CELL PHONES				Phone N
28	01-251-000-0000-6203					83.32	CELL PHONES				Phone N
34	01-251-000-0000-6203					166.00	CELL PHONES				Phone N

**** Mille Lacs County ****



MLKAREN
2/9/21 10:51AM
1 County Revenue Fund

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

<u>Vendor Name</u>		<u>Accr</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Service Dates</u>	<u>Invoice #</u>	<u>Account/Formula Descripti</u>	<u>1099</u>
<u>No.</u>	<u>Account/Formula</u>					<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>	
32	01- 283- 000- 0000- 6203			CELL PHONES	8 Transactions		Phone	N
	2587 Verizon Wireless	46.50						
		1,952.42						
		4,875.23		County Revenue Fund		4 Vendors	30 Transactions	

1 Fund Total:

**** Mille Lacs County ****



MLKAREN
2/9/21 10:51AM
11 Community and Veterans :

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Vendor Name		Rpt		Amount	Warrant Description Service Dates	Invoice #		Account/Formula Descripti	1099
No.	Account/Formula	Accr				Paid On	Bhf #		
139	Mn Child Support Payment Center							On Behalf of Name	
21	11-420-640-0000-6835			514.00	MCI# 0001369527			Reimb Collections	N
22	11-420-640-0000-6835			801.60	MCI# 0011300217			Reimb Collections	N
23	11-420-640-0000-6835			390.00	MCI# 0015493498			Reimb Collections	N
24	11-420-640-0000-6835			120.00	MCI# 0011586101			Reimb Collections	N
139	Mn Child Support Payment Center			1,825.60				4 Transactions	
11 Fund Total:				1,825.60	Community and Veterans Servi		1 Vendors	4 Transactions	
Final Total:				6,700.83	5 Vendors		34 Transactions		

MLKAREN
2/9/21

10:51AM

**** Mille Lacs County ****

Audit List for Board AUDITOR'S VOUCHERS ENTRIES



Recap by Fund

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>	
1	4,875.23	County Revenue Fund	
11	1,825.60	Community and Veterans Service	
All Funds	6,700.83	Total	
		Approved by,	
			
			Eric Bartsch
			
			J. Kelly White

Requested Meeting Date: 03/02/21

(Board meets the 1st and 3rd Tuesday of each month)

Title of Item for Consideration:

Approve Payment to Counsel for Legal Services

Consent Agenda

☒ Approve/Deny Motion ☐ Information Only

☐ Schedule Public Hearing*

**provide sample notice that will run in paper*

Regular Agenda – Estimate Time Needed: _____ minutes

☐ Approve/Deny Motion

☐ Discussion Item

☐ Direction Requested

☐ Hold Public Hearing*

☐ Presentation of Information

**provide copy of hearing notice that was published*

Submitted by:

Holly Wilson

Department:

ASO

Who will attend the meeting and be able to respond to questions? Give name and title:

Holly Wilson, Assistant County Administrator

Summary of Issue (include previous Board or Committee actions and/or minutes, as well as applicable dates):

Authorize payment to Kelley, Wolter, & Scott, P.A. for legal services relating to the federal lawsuit, Court File No. 17-cv-5155 in the amount of \$3,849.20 for Fees from November 2020.

Alternatives/Options/Comments:

Recommended Action/Motion:

Approve payment to Kelly, Wolter, & Scott, P.A. for legal services.

Financial Impact:

Is there a cost associated with this request? ☒ Yes ☐ No

What is the total cost, including tax and shipping? \$3,849.20

Are funds available in the budget? ☒ Yes ☐ No If no, please explain:

Additional Information Attached:

☐ Contract/Agreement

Approved by County Attorney's Office: ☐ Yes ☐ No If no, please explain: _____

☐ Minutes of Relevant Meeting(s)

☒ Background Information (such as price quotes, etc.)

Invoices

Board action: (for use by Recording Secretary)

☐ Approved

☐ Denied

☐ Tabled: _____



Board Agenda Request Form
Board of County Commissioners

Requested Meeting Date: 03/02/21

(Board meets the 1st and 3rd Tuesday of each month)

Title of Item for Consideration:

Approve Payment to Counsel for Legal Services

Consent Agenda

☒ Approve/Deny Motion ☐ Information Only

☐ Schedule Public Hearing*

**provide sample notice that will run in paper*

Regular Agenda – Estimate Time Needed: _____ minutes

☐ Approve/Deny Motion

☐ Discussion Item

☐ Direction Requested

☐ Hold Public Hearing*

☐ Presentation of Information

**provide copy of hearing notice that was published*

Submitted by:

Holly Wilson

Department:

ASO

Who will attend the meeting and be able to respond to questions? Give name and title:

Holly Wi

Summary of Issue (include previous Board or Committee actions and/or minutes, as well as applicable dates):

Authorize payment to Nolan, Thompson & Leighton, PLC for legal services relating to the Mille Lacs County Cooperative Agreement matters and federal lawsuit, Court File No. 17-cv-5155 for Mille Lacs County in the amount of \$30,827.60 for cost incurred January 1 to February 10, 2021.

Alternatives/Options/Comments:

Recommended Action/Motion:

Approve payment to Nolan, Thompson & Leighton, PLC for legal services for Mille Lacs County

Financial Impact:

Is there a cost associated with this request? ☒ Yes ☐ No

What is the total cost, including tax and shipping? \$30,827.60

Are funds available in the budget? ☒ Yes ☐ No If no, please explain:

Additional Information Attached:

☐ Contract/Agreement

Approved by County Attorney's Office: ☐ Yes ☐ No If no, please explain: _____

☐ Minutes of Relevant Meeting(s)

☐ Background Information (such as price quotes, etc.)

Board action: (for use by Recording Secretary)

☐ Approved

☐ Denied

☐ Tabled: _____

Requested Meeting Date: 03/02/21

(Board meets the 1st and 3rd Tuesday of each month)

Title of Item for Consideration:

Approve Payment to Counsel for Legal Services

Consent Agenda

☒ Approve/Deny Motion ☐ Information Only

☐ Schedule Public Hearing*

**provide sample notice that will run in paper*

Regular Agenda – Estimate Time Needed: _____ minutes

☐ Approve/Deny Motion

☐ Discussion Item

☐ Direction Requested

☐ Hold Public Hearing*

☐ Presentation of Information

**provide copy of hearing notice that was published*

Submitted by:

Holly Wilson

Department:

ASO

Who will attend the meeting and be able to respond to questions? Give name and title:

Holly Wilson, Assistant County Administrator

Summary of Issue (include previous Board or Committee actions and/or minutes, as well as applicable dates):

Authorize payment to Taft (formally known as Briggs and Morgan), Professional Association for legal services relating to the federal lawsuit, Court File No. 17-cv-5155 for County Attorney Joe Walsh in the amount of \$125,637.23 for Law Enforcement Jurisdictional Dispute.

Alternatives/Options/Comments:

Recommended Action/Motion:

Approve payment to Taft, Professional Association for legal services.

Financial Impact:

Is there a cost associated with this request? ☒ Yes ☐ No

What is the total cost, including tax and shipping? \$125,637.23

Are funds available in the budget? ☒ Yes ☐ No If no, please explain:

Additional Information Attached:

☐ Contract/Agreement

Approved by County Attorney's Office: ☐ Yes ☐ No If no, please explain: _____

☐ Minutes of Relevant Meeting(s)

☐ Background Information (such as price quotes, etc.)

Board action: (for use by Recording Secretary)

☐ Approved ☐ Denied ☐ Tabled: _____

Board Agenda Request Form
Board of County Commissioners

Requested Meeting Date: 03/02/21

(Board meets the 1st and 3rd Tuesday of each month)

Title of Item for Consideration:

Approve Payment to Counsel for Legal Services

Consent Agenda

- ☒ Approve/Deny Motion ☐ Information Only
☐ Schedule Public Hearing*

**provide sample notice that will run in paper*

Regular Agenda – Estimate Time Needed: _____ minutes

- ☐ Approve/Deny Motion ☐ Discussion Item
☐ Direction Requested ☐ Hold Public Hearing*
☐ Presentation of Information

**provide copy of hearing notice that was published*

Submitted by:

Holly Wilson

Department:

ASO

Who will attend the meeting and be able to respond to questions? Give name and title:

Holly Wilson, Assistant County Administrator

Summary of Issue (include previous Board or Committee actions and/or minutes, as well as applicable dates):

Authorize payment to Taft (formally known as Briggs and Morgan), Professional Association for \$913.00 for professional services for Suit of Indemnification.

Alternatives/Options/Comments:

Recommended Action/Motion:

Approve payment to Taft, Professional Association for legal services.

Financial Impact:

Is there a cost associated with this request? ☒ Yes ☐ No

What is the total cost, including tax and shipping? \$913.00

Are funds available in the budget? ☒ Yes ☐ No If no, please explain:

Additional Information Attached:

☐ Contract/Agreement

Approved by County Attorney's Office: ☐ Yes ☐ No If no, please explain: _____

☐ Minutes of Relevant Meeting(s)

☐ Background Information (such as price quotes, etc.)

Board action: (for use by Recording Secretary)

☐ Approved ☐ Denied ☐ Tabled: _____

Board Agenda Request Form
Board of County Commissioners

Requested Meeting Date: 03/02/21

(Board meets the 1st and 3rd Tuesday of each month)

Title of Item for Consideration: Approve Payment to Counsel for Legal Services	
Consent Agenda ☒ Approve/Deny Motion ☐ Information Only ☐ Schedule Public Hearing* <i>*provide sample notice that will run in paper</i>	Regular Agenda – Estimate Time Needed: _____ minutes ☐ Approve/Deny Motion ☐ Discussion Item ☐ Direction Requested ☐ Hold Public Hearing* ☐ Presentation of Information <i>*provide copy of hearing notice that was published</i>
Submitted by: Holly Wilson	Department: ASO
Who will attend the meeting and be able to respond to questions? Give name and title: Holly Wilson, Assistant County Administrator	
Summary of Issue (include previous Board or Committee actions and/or minutes, as well as applicable dates): Authorize payment to Taft (formally known as Briggs and Morgan), Professional Association for legal services relating to the federal lawsuit, Court File No. 17-cv-5155 for Eighth Circuit Appeal for the month of January in the amount of \$1,332.50.	
Alternatives/Options/Comments:	
Recommended Action/Motion: Approve payment to Taft, Professional Association for legal services.	
Financial Impact: Is there a cost associated with this request? ☒ Yes ☐ No What is the total cost, including tax and shipping? \$1,332.50 Are funds available in the budget? ☒ Yes ☐ No If no, please explain:	
Additional Information Attached: ☐ Contract/Agreement Approved by County Attorney's Office: ☐ Yes ☐ No If no, please explain: _____ ☐ Minutes of Relevant Meeting(s) ☐ Background Information (such as price quotes, etc.)	
Board action: (for use by Recording Secretary) ☐ Approved ☐ Denied ☐ Tabled: _____	

Requested Meeting Date: 3/2/2021
(Board meets the 1st and 3rd Tuesday of each month)

Title of Item for Consideration: Approve Commissioners' Mileage and Per Diems - February 2021	
Consent Agenda ☒ Approve/Deny Motion ☐ Information Only ☐ Schedule Public Hearing* <i>*provide sample notice that will run in paper</i>	Regular Agenda – Estimate Time Needed: _____ minutes ☐ Approve/Deny Motion ☐ Discussion Item ☐ Direction Requested ☐ Hold Public Hearing* ☐ Presentation of Information <i>*provide copy of hearing notice that was published</i>
Submitted by: Holly Wilson	Department: ASO
Who will attend the meeting and be able to respond to questions? Give name and title: Holly Wilson - Assistant County Administrator	
Summary of Issue (include previous Board or Committee actions and/or minutes, as well as applicable dates): Per Board instruction, claims submitted by Commissioners for mileage and per diems will be presented each month on the agenda for formal Board approval.	
Alternatives/Options/Comments:	
Recommended Action/Motion: Approve February Claims for the Commissioners' Mileage and Per Diems in the amount of \$785.20.	
Financial Impact: Is there a cost associated with this request? ☒ Yes ☐ No What is the total cost, including tax and shipping? \$785.20 Are funds available in the budget? ☐ Yes ☐ No If no, please explain:	
Additional Information Attached: ☐ Contract/Agreement Approved by County Attorney's Office: ☐ Yes ☐ No If no, please explain: _____ ☐ Minutes of Relevant Meeting(s) ☒ Background Information (such as price quotes, etc.) Breakdown per Commissioner	
Board action: (for use by Recording Secretary) ☐ Approved ☐ Denied ☐ Tabled: _____	

FEB 2021 Commissioners Mileage and Per Diems

In August 2009 Mileage and Per Diem changed to be paid through Payroll

code 192 code 195 YEAR TO DATE TOTALS

	Per Diem		Mileage		TOTALS		Per Diem		Mileage	
Phil Peterson					0.00		0.00		0.00	
Roger Tellinghuisen	45.00		29.12		74.12		45.00		29.12	
Genny Reynolds	495.00		63.56		558.56		495.00		63.56	
David Oslin	45.00		107.52		152.52		45.00		107.52	
Tim Wilhelm					0.00					
TOTALS	585.00		200.20		785.20		585.00		200.20	

Requested Meeting Date: 03/02/21

(Board meets the 1st and 3rd Tuesday of each month)

Title of Item for Consideration: Consider Data Confidentiality/Security Agreement	
Consent Agenda ☒ Approve/Deny Motion ☐ Information Only ☐ Schedule Public Hearing* <i>*provide sample notice that will run in paper</i>	Regular Agenda – Estimate Time Needed: _____ minutes ☐ Approve/Deny Motion ☐ Discussion Item ☐ Direction Requested ☐ Hold Public Hearing* ☐ Presentation of Information <i>*provide copy of hearing notice that was published</i>
Submitted by: Holly Wilson, Personnel Director	Department: ASO
Who will attend the meeting and be able to respond to questions? Give name and title: Holly Wilson, Personnel Director; Joe Walsh, County Attorney	
Summary of Issue (include previous Board or Committee actions and/or minutes, as well as applicable dates): The Data Confidentiality/Security Agreement is between the Minnesota Department of Corrections, Counties Contributing Data to MNDOC and the Council of State Governments Justice Center. This agreement is for obtaining information for research project that could benefit probation in the future.	
Alternatives/Options/Comments:	
Recommended Action/Motion: Approve Data Confidentiality/Security Agreement	
Financial Impact: Is there a cost associated with this request? ☐ Yes ☐ No What is the total cost, including tax and shipping? \$ _____ Are funds available in the budget? ☐ Yes ☐ No If no, please explain: _____	
Additional Information Attached: ☐ Contract/Agreement Approved by County Attorney's Office: ☒ Yes ☐ No If no, please explain: _____ ☐ Minutes of Relevant Meeting(s) ☒ Background Information (such as price quotes, etc.) Agreement	
Board action: (for use by Recording Secretary) ☐ Approved ☐ Denied ☐ Tabled: _____	

Data Confidentiality/Security Agreement

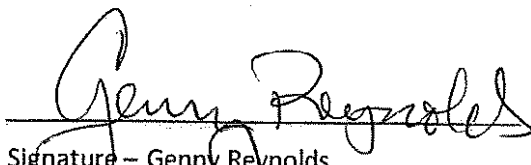
Between the Minnesota Department of Corrections, Counties Contributing Data to MNDOC, and The Council of State Governments Justice Center

I, Jessica Saunders, Director of Research for The Council of State Governments (CSG) Justice Center, agree to the following terms and conditions on behalf of the CSG Justice Center research staff relating to the use of data obtained from the Minnesota Department of Corrections (MNDOC) for purposes of conducting research for the Justice Reinvestment Initiative.

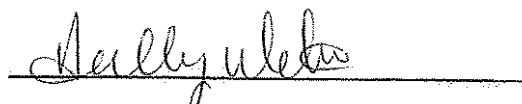
1. Data will be treated as private and confidential. Data will not be copied, reproduced or furnished, in any way, to sources outside the Justice Center unless permission is first received from MNDOC and counties contributing data to MNDOC.
2. CSG Justice Center staff will comply with applicable state statutes identified by MNDOC, and the applicable provisions of federal regulations relating to the creation, receipt, maintenance, use, disclosure, access, or transmission of confidential information:
 - **Criminal history data:** 28 CFR 20.21
 - **Protected health information ["HIPAA"]:** 45 CFR Part 164, Subpart E
 - **Substance abuse disorder patient records:** 42 CFR Part 2, 2.52 Research
3. Data will be transmitted by secure means. Data containing identifying information shall only be transmitted via email if the email is encrypted and password protected. Secure transmission includes: transmission via SFTP, the email of a password protected Excel documents, and the mailing of data disks or drives using companies that track shipments and require proof of delivery.
4. All data provided to the CSG Justice Center shall be maintained securely and stored in an electronic, paperless format. All data contained on disk, etc. shall be maintained in a locked environment accessible only to the researchers and other parties that have signed the appropriate security agreements. CSG Justice Center laptops and PCs will utilize virus and malware programs that are updated regularly, after clearance from CSG IT staff.
5. Data will not be transferred to or accessed from personal mobile devices such as tablets or cell phones. All data located in computer files shall be protected on an encrypted drive with access limited to the researcher or other parties that have signed appropriate security agreements. Research staff will maintain control of all CSG Justice Center laptops, PCs, external hard drives, or servers that contain data at all times, unless the computer is securely stored in a locked room.
6. Data containing, or which could lead to, the identification of specific research subjects is strictly confidential and shall not be disclosed in presentations and reports or internally with staff who have not signed the appropriate security agreements. Any and all reports produced utilizing data obtained under this agreement will reflect only summary level information based on analysis of the detailed data and shall not contain individual names or other identifying information of any study subjects, nor shall information be reported in such a manner as to allow for identification of individual study subjects.
7. Data shall only be used for research purposes that meet the objectives of the Minnesota Justice Reinvestment Initiative and subsequent policy monitoring activities. All case-level data related to the Minnesota Justice Reinvestment project will be permanently purged from CSG Justice Center computers, back-up storage, and transfer media upon conclusion of CSG involvement of the project

or at the request of MNDOC. CSG Justice Center staff will purge data from its systems using computer software that will overwrite the data through multiple passes and notify MNDOC of the completion of this activity.

8. Privatization of Services. The requirements of MN. Stat. 13.05, Subd. 11 apply to this contract pursuant to the terms of 13.05, subds. 6 & 7. Mille Lacs County is contracting with CSG Justice Center to prepare summary data pursuant to Minn. Stat. § 13.05, subd. 7(2). CSG Justice Center must comply with the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13, as it applies to all data possessed by CSG Justice Center in performance of providing any function of Mille Lacs County required by this contract as if CSG Justice Center were a government entity. This clause does not create a duty on the part of CSG Justice Center to provide access to private data to the public if the public data is available from Mille Lacs County except as may otherwise be required by the terms of this contract. The civil remedies of Minnesota Statutes 13.08 apply to the release of the data referred to in this clause by either Mille Lacs County or CSG Justice Center.


 Signature – Genny Reynolds
 Vice Board Chair

3/2/2021
 Date


 Signature – Holly Wilson
 Assistant County Administrator/Clerk

3/2/2021
 Date

 Signature – Jessica Saunders, The CSG Justice Center

 Date

Requested Meeting Date: 03/02/21

(Board meets the 1st and 3rd Tuesday of each month)

Title of Item for Consideration: Consider Extending MnDOT CSAH 8 Partnership Agreement #1003117A02	
Consent Agenda ☒ Approve/Deny Motion ☐ Information Only ☐ Schedule Public Hearing* <i>*provide sample notice that will run in paper</i>	Regular Agenda – Estimate Time Needed: _____ minutes ☐ Approve/Deny Motion ☐ Discussion Item ☐ Direction Requested ☐ Hold Public Hearing* ☐ Presentation of Information <i>*provide copy of hearing notice that was published</i>
Submitted by: Neal Knopik, County Engineer	Department: Public Works
Who will attend the meeting and be able to respond to questions? Give name and title: Neal Knopik, County Engineer	
Summary of Issue (include previous Board or Committee actions and/or minutes, as well as applicable dates): Mille Lacs County has had an agreement in place since 2016 allowing MnDOT to use sections of CSAH 8, just east of Pease, to test a variety of different pavement preservation techniques. MnDOT is requesting an extension of the agreement which is already in place. This test section not only benefits the County, but the information and results are shared with agencies across the county. This agreement has been review by the Attorney's Office.	
Alternatives/Options/Comments:	
Recommended Action/Motion: Approve extending the partnership agreement #1003117A02.	
Financial Impact: Is there a cost associated with this request? ☐ Yes ☒ No What is the total cost, including tax and shipping? \$ _____ Are funds available in the budget? ☐ Yes ☐ No If no, please explain: _____	
Additional Information Attached: ☐ Contract/Agreement Approved by County Attorney's Office: ☐ Yes ☐ No If no, please explain: _____ ☐ Minutes of Relevant Meeting(s) ☒ Background Information (such as price quotes, etc.) Amendment #2 to MnDOT Partnership Agreement #1003117, copy of original signed agreement.	
Board action: (for use by Recording Secretary) ☐ Approved ☐ Denied ☐ Tabled: _____	



MnDOT Contract #: 1003117A02

AMENDMENT # 2 TO MnDOT PARTNERSHIP AGREEMENT #: 1003117

Contract Start Date: 05/23/2016
 Orig. Contract Exp. Date: 12/31/2018
 Amended Exp. Date : 05/22/2026

Project Identification: MnROAD-NCAT partnership with Mille Lacs County on CSAH 8 for pavement preservation test sections

This Agreement is between the State of Minnesota, acting through its Commissioner of Transportation, ("State"), and the County of Mille Lacs, acting through its County Board, ("County").

Recitals

-
1. The State has a contract with the County identified as MnDOT Contract No. 1003117 ("Original Contract") to provide for the construction and monitoring of pavement preservation test sections on Mille Lacs CSAH 8.
 2. The contract expiration date is being extended to 05/22/2026. This will allow the parties to continue to monitor the test sections as defined in the original scope of work and responsibilities.
 3. The State and the County are willing to amend the Original Contract as stated below.

Contract Amendment

In this Amendment deleted contract terms will be ~~struck out~~ and the added contract terms will be underlined.

REVISION 1. Article 1. Term of Agreement; Exhibits, subarticle 1.2 **Expiration date** is amended as follows:

- 1.2 **Expiration date.** This Agreement will expire on ~~May 22, 2021~~ May 22, 2026 unless terminated earlier pursuant to Article 11.

REVISION 2. Article 4. Authorized Representatives, subarticle 4.3 is deleted and replaced in its entirety as follows:

4.3 **County Authorized Representative is:**

Name: Neal Knopik (or their successor)
 Title: County Engineer
 County: Mille Lacs County
 Billing Address: 565 8th Street NE
 City State Zip: Milaca, MN 56353
 Telephone: 320-983-8201
 Email: neal.knopik@millelacs.mn.gov

The terms of the Original Contract are expressly reaffirmed and are incorporated by reference. Except as amended herein, the terms and conditions of the Original Contract and all previous amendments remain in full force and effect.

[THE BALANCE OF THIS PAGE HAS INTENTIONALLY BEEN LEFT BLANK]

County

The County certifies that the appropriate person(s) have executed the contract on behalf of the County as required by applicable articles, bylaws, resolutions or ordinances.

By: _____

Title: _____

Date: _____

By: _____

Title: _____

Date: _____

COMMISSIONER OF TRANSPORTATION

By: _____

Title: _____

Date: _____

COMMISSIONER OF ADMINISTRATION

By: _____

Date: _____

**PARTNERSHIP AGREEMENT BETWEEN
MINNESOTA DEPARTMENT OF TRANSPORTATION
AND
THE COUNTY OF MILLE LACS
FOR
ESTABLISHING PAVEMENT PRESERVATION TEST SECTIONS ON COUNTY STATE-AID
HIGHWAY (CSAH) 8**

This Agreement is between the State of Minnesota, acting through its Commissioner of Transportation, ("State"), and the County of Mille Lacs, located at 565 8th Street N.E., Milaca, MN 56353, acting through its County Board, ("County").

Recitals

1. Under Minnesota Statutes Section 174.02, subdivision 6, the Commissioner of Transportation may enter into agreements with governmental or nongovernmental entities for research and experimentation, for sharing facilities, equipment, staff, or other means of providing transportation-related services; or for other cooperative programs that promote efficiencies in providing governmental services or that further the development of innovation in transportation for the benefit of the citizens of Minnesota; and
2. As part of a research project partnership through Auburn University and with NCAT, State desires access to certain parts of CSAH 8 in order to establish pavement preservation test sections; and
3. The County shares a desire with the State to provide better and cheaper pavement preservation options throughout the state; and
4. The County as road authority of those certain parts of CSAH 8 is willing to allow State to establish pavement preservation test sections on CSAH 8 in order to pursue the parties mutual desire to provide better and cheaper pavement preservation methods; and
5. Both parties are willing to enter this Agreement to set forth their respective rights and duties.

Agreement

1. Term of Agreement; Exhibits

- 1.1 **Effective date.** This Agreement will be effective upon execution and approval by the appropriate State officials pursuant to Minnesota law.
- 1.2 **Expiration date.** This Agreement will expire on December 31, 2018 unless terminated earlier pursuant to Article 11.
- 1.3 **Exhibits.** Exhibits A and B are attached and incorporated into this Agreement.
- 1.4 **Survival of Terms.** All clauses which impose obligations continuing in their nature and which must survive in order to give effect to their meaning will survive the expiration or termination of this Agreement, including, without limitation, the following clauses: 2.1.9 of State Responsibilities; 5. Liability; Worker Compensation Claims; 6. State Audits; 7. Government Data Practices; 8. Governing Law; Jurisdiction; Venue; and 12. Force Majeure.

2. Scope of Work and Responsibilities of Each Party.

- 2.1 **State responsibilities.** State will:

- 2.1.1 Supply all materials, labor, traffic control, and pavement marking as required to safely build and evaluate the test sections on CSAH-8 in 2016.
- 2.1.2 Perform inspection during pavement preservation construction (surface treatments) to assure quality of work and proper materials are used.
- 2.1.3 Mark out up to 30 individual test sections each 528 feet in length with paint along the edge stripe to effectively track each pavement preservation test section in the field. Test sections are designated in Exhibit A.
- 2.1.4 Repair any core holes required for the research effort.
- 2.1.5 Perform periodic performance inspections of the pavement preservation test sections with an automated distress van as many as every two months without any disruption to traffic. State will not be required to supply traffic control for this type of inspection.
- 2.1.6 Perform periodic performance inspections of the pavement preservation test sections with manual methods three times a year with disruption to traffic. State will supply traffic control for this type of inspection at State's own cost.
- 2.1.7 Repair any pavement preservation test sections that fail during the term of the Agreement.
- 2.1.8 Leave those sections of CSAH 8 used as pavement preservation test section in a reasonably safe condition at the expiration, cancellation, or termination of this Agreement.

2.2 **County responsibilities.** County will:

- 2.2.1 Allow State access to CSAH 8 at the locations designated in Exhibit B for the purpose of constructing, inspecting, evaluating, and repairing, if necessary, pavement preservation test sections.
- 2.2.2 Retain ownership of the roadway and continue to be the roadway authority responsible for performing maintenance on the pavement preservation test sections except as agreed upon by the parties in this Agreement.

3. **Consideration**

- 3.1 In exchange for County's permission to access CSAH 8 for the purposes of this Agreement, State promises to fulfill its responsibilities under the Agreement.

4. **Authorized Representatives**

- 4.1 **Each party's Authorized Representative** is responsible for administering this Agreement and is authorized to give and receive any notice required or permitted under this Agreement.

4.2 **State's Authorized Representative is**

Name: Jerry Geib, P.E. (or his/her successor)
 Title: Research Operations Engineer
 MnDOT: MnDOT Office of Materials and Road Research
 Street Address: 1400 Gervais Avenue
 City State Zip: Maplewood, MN 55109
 Telephone: (651)366-5496
 Email: Jerry.Geib@state.mn.us

4.3 **Mille Lacs County Authorized Representative is:**

Name: Bruce Cochran, P.E. (or his/her successor)
 Title: County Engineer
 Other Party: Mille Lacs County
 Billing Address: 565 8th Street N.E.
 City State Zip: Milaca, MN 56353
 Telephone: 320-983-8201
 Email: bruce.cochran@co.mille-lacs.mn.us

5. Liability; Worker Compensation Claims

- 5.1 Each party is solely responsible for its own acts or omissions and the results thereof and will not be responsible for the acts and omissions of others and the results thereof. The State's liability is governed by Minnesota Statutes §3.736 and other applicable law. The County's liability is governed by Minnesota Statutes Chapter 466.
- 5.2 Each party is responsible for its own employees for any claims arising under the Workers Compensation Act.

6. **Audit:** Under Minnesota Statutes §16C.05, subdivision 5, the books, records, documents and accounting procedures and practices of County relevant to this Agreement are subject to examination by State and the Legislative Auditor for a minimum of six years.

7. **Jurisdiction and Venue:** Minnesota Law governs the validity, interpretation and enforcement of this Agreement. Venue for all legal proceedings arising out of this agreement, or its breach, must be in Ramsey County, Minnesota.

8. **Government Data Practices:** The parties must comply with the Minnesota Government Data Practices Act, Minn. Stat. Ch. 13, as it applies to all data provided by under this agreement, and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by the parties under this agreement. The civil remedies of Minn. Stat. § 13.08 apply to the release of the data referred to in this clause by either of the parties.

9. Assignment and Amendments

- 9.1 *Assignment.* Neither party may assign nor transfer any rights or obligations under this Agreement without the prior consent of the other party and a fully executed Assignment Agreement, executed and approved by the same parties who executed and approved this Agreement, or their successors in office.
- 9.2 *Amendments.* Any amendment to this Agreement must be in writing and will not be effective until it has been executed and approved by the same parties who executed this original Agreement, or their successors in office.

10. Waiver; Contract Complete

- 10.1 *Waiver.* If a party fails to enforce any provision of this contract that failure does not waive the provision or the party's right to subsequently enforce it.
- 10.2 *Contract Complete.* This contract contains all negotiations and agreements between the parties. No other understanding regarding this contract, whether written or oral, may be used to bind either party.

11. Termination.

- 11.1 *By Either Party.* This Agreement may be terminated by either party, with or without cause, upon 30 days written notice to the other party.
- 11.2 *Termination for Insufficient Funding.* The State may immediately terminate this Agreement if it does not obtain funding from the Minnesota Legislature, or other funding source; or if funding cannot be continued at a level sufficient to allow for the performance of contract construction under the Project. Termination must be by written or fax notice to the County.
- 11.3 *Suspension.* In the event of a total or partial government shutdown, the State may suspend this Agreement and all work, activities and performance of work authorized through this Agreement.

12. **Force Majeure:** Neither party will be responsible to the other for a failure to perform under this Agreement (or a delay in performance), if such failure or delay is due to a force majeure event. A force majeure event is an event beyond a party's reasonable control, including but not limited to, unusually severe weather, fire, floods, other acts of God, labor disputes, acts of war or terrorism, or public health emergencies.

MnDOT Agreement #

1003117

County certifies that the appropriate person(s) have executed the agreement as required by applicable articles, bylaws, resolutions or ordinances.

MnDOT Representative:

By: 
Chairman, Milne Lacs County
Title: Board of Commissioners
Date: 4/19/2016

By: 
Title: Division Director
Date: 5/20/2016

COMMISSIONER OF ADMINISTRATION

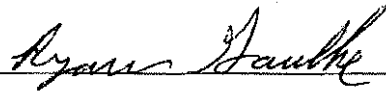
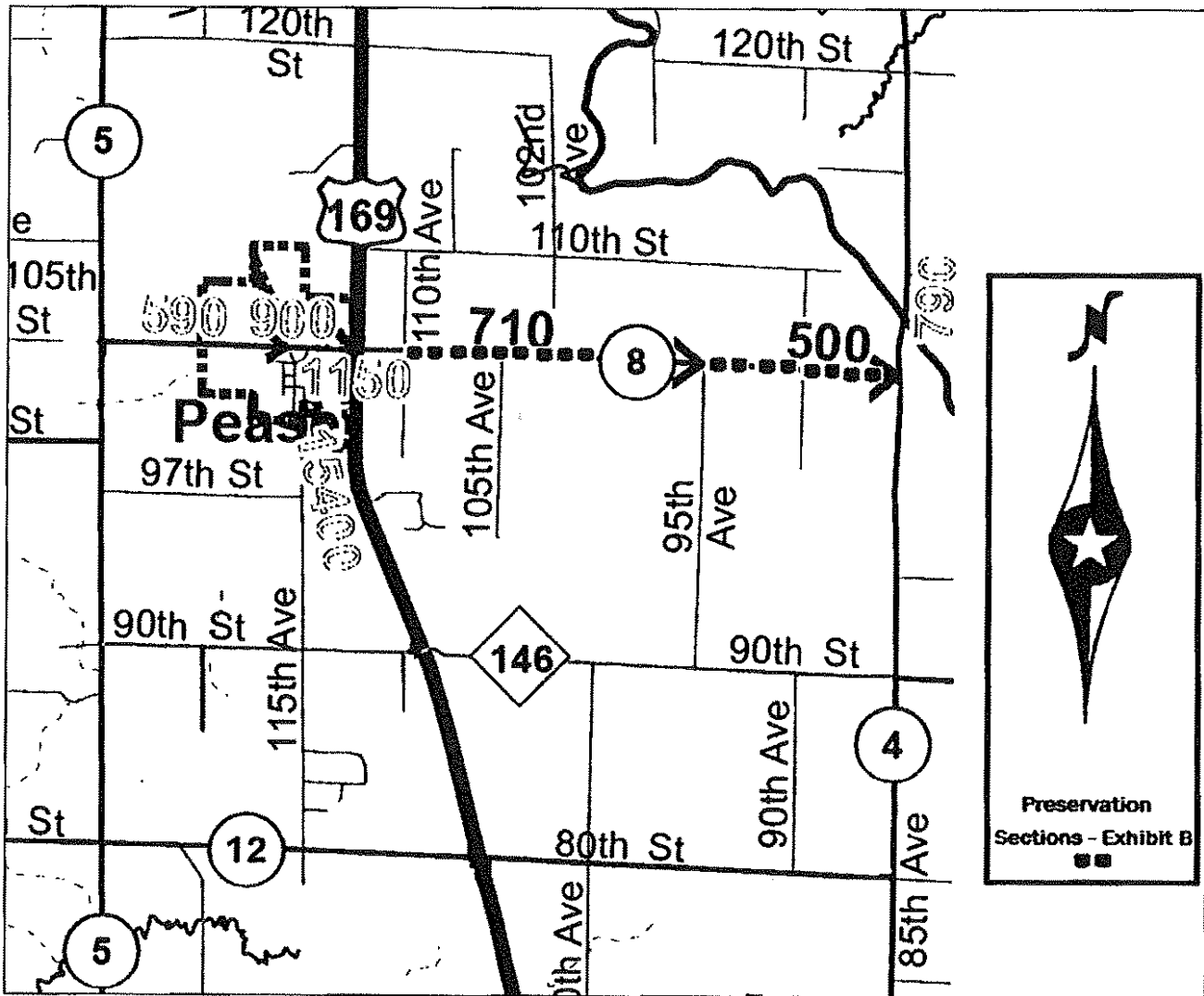
By: 
Date: 5/23/16

EXHIBIT A - SUMMARY OF TYPES OF TEST SECTION TREATMENTS**Table of Test Sections for CSAH 8**

Number	Treatment	Lane
0	Control	East-bound
1	Crack Seal	East-bound
2	Crack Seal Single Chip Seal (FA-2.5)	East-bound
3	Single Chip Seal (FA-2.5)	East-bound
4	Cape Seal Layer 1: Chip Seal (FA-2.5) Cape Seal Layer 2: Micro Surfacing Type III	East-bound
5	Double Chip Seal Layer 1: FA-2.5 Double Chip Seal Layer 2: FA-2	East-bound
6	Triple Chip Seal Layer 1: CA-50/70 Triple Chip Seal Layer 2: FA-2.5 Triple Chip Seal Layer 3: FA-2	East-bound
7	Fibermat (FA-2.5)	East-bound
8	Cape Seal Layer 1: Fibermat (FA-2.5) Cape Seal Layer 2: Microsurfacing Type III	East-bound
9	Cape Seal Layer 1: Scrub Seal (FA-2.5) Cape Seal Layer 2: Microsurfacing Type III	East-bound
10	Scrub Seal (FA-2.5)	East-bound
11	Crack Seal Micro Surfacing Type II	East-bound
12	Micro Surfacing (single) Type II	East-bound
13	Micro Surfacing (Double) Layer 1: Type II Micro Surfacing (Double) Layer 2: Type II	East-bound
14	Conventional Fog Seal *	East-bound
15	Rejuvenating Fog Seal *	East-bound
16	Fibermat (FA-2.5) Thinlay (4.75mm Plant Mixed Asphalt)	East-bound
17	Scrub seal (FA-2.5) Thinlay (4.75mm Plant Mixed Asphalt)	East-bound
18	Single Chip Seal (FA-2.5) Thinlay (4.75mm Plant Mixed Asphalt)	East-bound
19	Thinlay (4.75mm Plant Mixed Asphalt)	East-bound
20	Thinlay (4.75mm Plant Mixed Asphalt) RAP Design	West-bound
21	Thinlay (4.75mm Plant Mixed Asphalt) HiMA Design	West-bound
22	Thinlay (4.75mm Plant Mixed Asphalt) HiMA Design; ABR	West-bound
23	Ultra Thin Bonded Wearing Course	West-bound
24	Micro Surfacing: Type II HiMA Design	West-bound
25	Control	East-bound
Treatment location or type may be adjusted at time of construction. (*) Fog treatments may be separated by either a control or a high-friction section.		

Exhibit A 1 of 1

EXHIBIT B - APPROXIMATE LOCATION OF TEST SECTIONS



2014 Traffic Volume Map Showing Approximate Location of Test Sections on Mille Lacs CSAH 8.

Requested Meeting Date: 03/02/21

(Board meets the 1st and 3rd Tuesday of each month)

Title of Item for Consideration:	
Consider PWD Resolution No. 2021-3-2-21-8, Accept CSAH 4 Shoulder Widening, Base and Bituminous	
Consent Agenda ☒ Approve/Deny Motion ☐ Information Only ☐ Schedule Public Hearing* <i>*provide sample notice that will run in paper</i>	Regular Agenda – Estimate Time Needed: _____ minutes ☐ Approve/Deny Motion ☐ Discussion Item ☐ Direction Requested ☐ Hold Public Hearing* ☐ Presentation of Information <i>*provide copy of hearing notice that was published</i>
Submitted by: Neal Knopik, County Engineer	Department: Public Works
Who will attend the meeting and be able to respond to questions? Give name and title: Neal Knopik, County Engineer	
Summary of Issue (include previous Board or Committee actions and/or minutes, as well as applicable dates): Please approve the resolution to accept CSAH 4 Shoulder Widening, Base and Bituminous. This project is complete and has been inspected by MnDOT. After acceptance, the County will make the final payment to the Contractor and request the balance of the funds from MnDOT.	
Alternatives/Options/Comments:	
Recommended Action/Motion: Approve PWD Resolution 2021-3-2-21-8, Accept CSAH 4 Shoulder Widening, Base and Bituminous.	
Financial Impact: Is there a cost associated with this request? ☒ Yes ☐ No What is the total cost, including tax and shipping? \$3,335,149.67 Are funds available in the budget? ☒ Yes ☐ No If no, please explain:	
Additional Information Attached: ☐ Contract/Agreement Approved by County Attorney's Office: ☐ Yes ☐ No If no, please explain: _____ ☐ Minutes of Relevant Meeting(s) ☒ Background Information (such as price quotes, etc.) Resolution No. 2021-3-2-21-8, CSAH 4 Shoulder Widening, Base and Bituminous	
Board action: (for use by Recording Secretary) ☐ Approved ☐ Denied ☐ Tabled: _____	

Board of County Commissioners
Mille Lacs County, Minnesota

**ACCEPTANCE OF SP 048-604-019
CSAH 4 SHOULDER WIDENING, BASE AND BITUMINOUS**

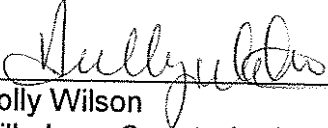
PWD Resolution No. 2021-3-2-21-8

WHEREAS, SP 048-604-019, Contract No. 201806, CSAH 4 Shoulder Widening, Base and Bituminous Project by WMD Scepaniak Inc., 572 4th Street, Holdingford, Minnesota, 56340; located on CSAH 4 from CSAH 12 to CSAH 2; original contract cost was \$3,401,439.48 and the final contract cost is \$3,335,149.67; and the County Board being fully advised,

NOW THEREFORE, BE IT RESOLVED, that we do hereby accept said completed project for Mille Lacs County and authorize final payment.

Adopted this 2nd day of March, 2021

ATTEST:



Holly Wilson
Mille Lacs County Assistant Administrator



Genny Reynolds
Mille Lacs County Vice Board Chair

Requested Meeting Date: 03/02/21

(Board meets the 1st and 3rd Tuesday of each month)

Title of Item for Consideration:

Consider Taser Upgrade

Consent Agenda

☒ Approve/Deny Motion ☐ Information Only

☐ Schedule Public Hearing*

*provide sample notice that will run in paper

Regular Agenda – Estimate Time Needed: _____ minutes

☐ Approve/Deny Motion

☐ Discussion Item

☐ Direction Requested

☐ Hold Public Hearing*

☐ Presentation of Information

*provide copy of hearing notice that was published

Submitted by:

Chief Deputy Kyle Burton

Department:

Sheriff's Office

Who will attend the meeting and be able to respond to questions? Give name and title:

Chief Deputy Kyle Burton

Summary of Issue (include previous Board or Committee actions and/or minutes, as well as applicable dates):

Requesting the Board approve on consent the Taser upgrade for the Sheriff's Office as presented at the 02/16/2021 work session. To recap, this is a 5 year project with the cost for year 1 being approximately 23,000. The buy back credit for the existing cartridges we have can be applied to year 2 or split over the next 4 years. The credit amount is approximately \$3150. The total for the project over 5 years including discounts and by-back credits is approximately \$121,960 broken down into 5 yearly payments. The Sheriff's Office would sell back the existing Taser devices year one and that is factored into this quote. This yearly payment will be paid out of the Sheriff's Office Equipment, Furniture and Fixtures line item.

Alternatives/Options/Comments:

Recommended Action/Motion:

Approve the taser upgrade.

Financial Impact:

Is there a cost associated with this request? ☒ Yes ☐ No

What is the total cost, including tax and shipping? \$121,960 over 5 year

Are funds available in the budget? ☒ Yes ☐ No If no, please explain:

Additional Information Attached:

☒ Contract/Agreement

Approved by County Attorney's Office: ☐ Yes ☐ No If no, please explain: Pending but no issues anticipated by them

☐ Minutes of Relevant Meeting(s)

☐ Background Information (such as price quotes, etc.)

Board action: (for use by Recording Secretary)

☐ Approved ☐ Denied ☐ Tabled: _____

Board Agenda Request Form
Board of County Commissioners

Requested Meeting Date: 03/02/21

(Board meets the 1st and 3rd Tuesday of each month)

Title of Item for Consideration: Consider Rescheduling Public Hearing for Drone Program	
Consent Agenda ☐ Approve/Deny Motion ☐ Information Only ☒ Schedule Public Hearing* <i>*provide sample notice that will run in paper</i>	Regular Agenda – Estimate Time Needed: _____ minutes ☐ Approve/Deny Motion ☐ Discussion Item ☐ Direction Requested ☐ Hold Public Hearing* ☐ Presentation of Information <i>*provide copy of hearing notice that was published</i>
Submitted by: Sheriff Don Lorge	Department: Sheriff's Office
Who will attend the meeting and be able to respond to questions? Give name and title: Sheriff Don Lorge; Drone Coordinator Bobby Cooper.	
Summary of Issue (include previous Board or Committee actions and/or minutes, as well as applicable dates): The Mille Lacs County Sheriff's Office requests rescheduling the previously approved drone public hearing from March 2, 2021 to March 16, 2021 due to the public hearing notice not being published within the required amount of time. Minnesota State Statute 626.19 Sub 9 States: "A law enforcement agency must provide an opportunity for public comment before it purchases or uses a UAV (unmanned aerial vehicle). At A minimum, the agency must accept public comments submitted electronically or by mail. The governing body with jurisdiction over the budget of a local law enforcement agency must provide an opportunity for public comment at a regularly scheduled meeting."	
Alternatives/Options/Comments:	
Recommended Action/Motion: Schedule a public hearing for March 16, 2021 regarding the Sheriff's Office Drone Program.	
Financial Impact: Is there a cost associated with this request? ☐ Yes ☒ No What is the total cost, including tax and shipping? \$ _____ Are funds available in the budget? ☐ Yes ☐ No If no, please explain: _____	
Additional Information Attached: ☐ Contract/Agreement Approved by County Attorney's Office: ☐ Yes ☐ No If no, please explain: _____ ☐ Minutes of Relevant Meeting(s) ☐ Background Information (such as price quotes, etc.)	
Board action: (for use by Recording Secretary) ☐ Approved ☐ Denied ☐ Tabled: _____	

Requested Meeting Date: 03/02/21

(Board meets the 1st and 3rd Tuesday of each month)

Title of Item for Consideration:

Information Only: Planning Commission Meeting Minutes of February 8, 2021

Consent Agenda

- ☐ Approve/Deny Motion ☒ Information Only
☐ Schedule Public Hearing*

*provide sample notice that will run in paper

Regular Agenda – Estimate Time Needed: _____ minutes

- ☐ Approve/Deny Motion ☐ Discussion Item
☐ Direction Requested ☐ Hold Public Hearing*
☐ Presentation of Information

*provide copy of hearing notice that was published

Submitted by:

Michele McPherson, Director

Department:

Land Services Office

Who will attend the meeting and be able to respond to questions? Give name and title:

Michele McPherson, Director

Summary of Issue (include previous Board or Committee actions and/or minutes, as well as applicable dates):

Attached are the Planning Commission meeting minutes of February 8, 2021 for the Board's information. The item considered by the Planning Commission is on the regular agenda.

Alternatives/Options/Comments:

Recommended Action/Motion:

No action required.

Financial Impact:

Is there a cost associated with this request? ☐ Yes ☐ No

What is the total cost, including tax and shipping? \$ _____

Are funds available in the budget? ☐ Yes ☐ No If no, please explain: _____

Additional Information Attached:

☐ Contract/Agreement

Approved by County Attorney's Office: ☐ Yes ☐ No If no, please explain: _____

☒ Minutes of Relevant Meeting(s)

☐ Background Information (such as price quotes, etc.)

Board action: (for use by Recording Secretary)

☐ Approved ☐ Denied ☐ Tabled: _____



Land Services Office

Historic Courthouse
635 2nd Street SE
Milaca, MN 56353

Phone: (320) 983-8308
Fax: (320) 983-8388

**MINUTES
MILLE LACS COUNTY PLANNING COMMISSION
MILLE LACS COUNTY COURTHOUSE
MONDAY, FEBRUARY 8, 2021
7:00 P.M.**

MEMBERS PRESENT: Steve Johnson, Loren Lueck, John Weiers, Robert Hoefert, Ross Habeck

MEMBERS ABSENT: David Mahady

EX-OFFICIO MEMBERS PRESENT: Michele McPherson, Director Land Services Office

OTHERS PRESENT: None.

I. CALL MEETING TO ORDER

Pursuant to due call and notice thereof, the meeting of the Mille Lacs County Planning Commission was called to order at 7:01 p.m. by Michele McPherson, Director of Land Services.

II. PLEDGE OF ALLEGIANCE

Ms. McPherson led those present in the Pledge of Allegiance.

III. ELECT CHAIR AND VICE CHAIR FOR 2020

Ms. McPherson opened nominations for the position of Chair.

Mr. Lueck nominated Mr. Weiers to serve as Chair for 2021. Mr. Habeck seconded the nomination. There were no further nominations.

MOVED BY COMMISSIONER LUECK AND SECONDED BY COMMISSIONER HABECK TO ELECT JOHN WEIERS AS 2021 CHAIR.

MOTION CARRIED UNANIMOUSLY.

Chair Weiers opened nominations for the position of Vice Chair.

Mr. Lueck nominated Mr. Johnson to serve as Vice Chair for 2021. Mr. Hoefert seconded the nomination. There were no further nominations.

MOVED BY COMMISSIONER LUECK AND SECONDED BY COMMISSIONER HOEFER TO ELECT STEVE JOHNSON AS 2021 VICE CHAIR.

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MOTION CARRIED UNANIMOUSLY.

IV. CONSIDER DECEMBER 14, 2020 PLANNING COMMISSION MINUTES

MOVED BY COMMISSIONER HOEFERT AND SECONDED BY COMMISSIONER LUECK TO APPROVE THE DECEMBER 14, 2020 MINUTES AS PRESENTED.

MOTION CARRIED UNANIMOUSLY.

V. ADDITIONS TO THE AGENDA

None.

VI. COUNTY BOARD UPDATES

Ms. McPherson noted the following County Board actions:

- The Conditional Use Permit request by Margie Christensen for an eight (8) site campground was approved as recommended.

Mr. Johnson noted that the site has been purchased by Hunter's Resort.

Ms. McPherson stated that the Conditional Use Permit has been recorded and could be implemented by Hunter's Resort if they choose to do so. They have approximately until the end of the year before it expires due to inactivity.

VII. OLD BUSINESS:

None.

VIII. NEW BUSINESS:

Request by Stephan Davy to operate a small engine repair home based business on property legally described as; Lot 7 Block 3 PORT MILLE LACS MARINA, Mille Lacs County, Minnesota. Generally located at 47053 180th Ave, Garrison, MN 56450. PID 09-975-0430.

The applicant was not present. The Commission decided to consider the application.

Ms. McPherson read written correspondence into the record.

Letter from Cindy Starkka, 18338 Badger Drive, stating that she was not in favor of the request as it would increase traffic and noise. Stating that the area is zoned residential and not commercial property.

Email from Bill Wegwerth, 47064 180th Avenue, stating that the request causes several concerns:

- The area is zoned residential and the use is going to attract unwanted traffic.
- The use will required more storage of vehicles and may result in unwanted debris out in the open.

- The street is a dead-end which lends itself to safe navigation for the children in the area. The use would adversely impact this safety.
- The noise generated by the use will adversely impact the tranquility of the neighborhood.
- The business is across from cabins that are owned by persons paying lakeshore taxes.

Email from Kim and Robert Drabelis, 47032 180th Avenue, stating that the use is not appropriate for a residential neighborhood as it will increase noise and traffic and the road does not have a turn-around for more traffic.

Email from Bob and Sheila Smith, 47088 180th Avenue, stating that Stephan is a good neighbor but they were concerned about excessive traffic and engine noise and where items would be stored. Stating that this is a residential neighborhood and that they want it to stay residential.

Email from Duane and Sheri Jedlicki, 18031 Marina Way, stating that the use would cause:

- Increased traffic greatly endangering small children, pets and visitors; trucks and trailers using local driveways to turn around in.
- Reduced property values due to items being stored.
- Elimination of the quiet family residential/cabin community.
- Creation of noise and exhaust from engines.
- Elimination of cheerful socializing between neighbors.
- Creation of a commercial area that is currently residential.

Email from Gary Piekarczyk, 5842 Upton Avenue North, Minneapolis, owner of 47128 180th Avenue, stating that the request is not practical and expressing concerns over noise, later hours of operation, and traffic congestion, all which disrupt his enjoyment and safety. Expressing the concern as to whether an ambulance could access the neighborhood if needed.

At 7:15 pm, with no public comment, Chair Weiers opened and closed the public hearing.

Chair Weiers asked where the applicant's residence was located.

Ms. McPherson noted that it was across Marina Way from the subject parcel. Well within walking distance.

Mr. Hoefert asked if a residence would be required to be built on the site in the future.

Ms. McPherson stated no.

There was discussion regarding the conditions. Mr. Johnson stated that the hours should be the hours and that there should not be any restrictions on testing of engines outside the structure. He also objected to the "no public within the building" as being unenforceable.

Mr. Habeck asked if the Township had provided an opinion.

Ms. McPherson stated that she had not heard from the Town Board. Usually, the clerk calls to provide an opinion if there is one as the Town Board meets on the same night as the Planning Commission.

Ms. McPherson reviewed the findings of fact.

From the Development Ordinance Section 505

The County Board may authorize conditional uses after recommendation by the Planning Commission, in accordance with the procedures set forth in Section 1103. A conditional use shall be approved if, and only if, it is found to meet the following criteria:

- 505.1 The proposed use shall promote the objectives of the Development Ordinance, and shall be consistent with The Comprehensive Plan for Mille Lacs County.
- 505.2 The proposed use shall conform to the districts and conditional use provisions and all general regulations of the Development Ordinance.
- 505.3 The proposed use shall meet all special standards, which may be applied to its class of conditional use as set forth in this Article.
- 505.4 The proposed use shall not involve any element or cause any condition that may be dangerous, injurious, or noxious to any other property or persons, and shall comply with the Performance Standards of Section 402.
- 505.5 The proposed use shall be sited, oriented, and landscaped so that the relationship of its building and grounds to adjacent buildings and properties does not impair health, safety, or comfort, and does not adversely affect values of adjacent property.
- 505.6 The proposed use shall be consistent with, and not harmful to, the environment of the neighborhood, taking into consideration the physical relationship of the proposed use to the surrounding properties, the probable hours of operation, the activities to be conducted, and the number of people to be assembled or to use the premises at any one time.
- 505.7 The proposed use shall organize traffic access and parking to minimize conflicting traffic movement on adjacent streets.
- 505.8. Major excavation shall comply with all pertinent sedimentation and erosion control regulations, and shall not endanger structures or other improvements on any adjacent property.
- 505.9 Community uses, when located in or adjacent to a residential or shoreline district, shall provide proper separation and protection for abutting residential uses.

Provision 504 of the Development Ordinance allows for review and approval of an allowed use that cannot meet the standards as a Conditional Use. Home occupations/home businesses are typically an allowed use, but this is such a use in a structure not on the applicant's primary parcel.

The subject property contains a pole building/garage structure. The applicant has proposed to use this property and building to run a small engine repair business. The

applicant will be the only employee in this business, with hours of operation 8:00 a.m. – 5:00 p.m. Monday through Friday, excluding publicly recognized holidays.

The use of the property as a small engine repair business may generate more consistent noise and fumes than would otherwise be created in this predominately residential area. With an exhaust venting system installed in the building, noise generated from this business could be reduced. As stated in the applicant's business narrative, parking of items awaiting repair and completed items ready for customer pick up may be located outside at times. There is a paved driveway from the township road to the building. Parking of items should be limited to improved surfaces not including areas within the public right of way in order to maintain positive aesthetics of the neighborhood and prevent obstructions within the road right of way. Any additional improved surfaces on the property would need to meet impervious surface limits.

The applicant has stated a sink within the building is draining to a buried bottomless cylinder filled with pea gravel. After speaking with Environmental Resources Staff, this is not a compliant subsurface sewage treatment system. This system should be disconnected, dismantled, and the buried cylinder with pea gravel removed and back filled with natural soils. The building could be hooked up to the Garrison Kathio West Mille Lacs Sewer District if the owner wanted sewer service in this structure.

Staff has not provided a recommendation for this request.

Possible conditions to be placed upon approval:

1. The existing sewage treatment system shall be disconnected, dismantled, and the buried cylinder and pea gravel removed and back filled with natural soils.
2. Outside parking of items awaiting repair and items ready for customer pick up shall be limited to improved surfaces not including areas within the public right of way.
3. The diagnosing of engines outside of the building shall be limited to Monday through Friday 9:00 a.m. – 3:00 p.m. No diagnosing of engines shall be performed outside on publicly recognized holidays.
4. No public shall be allowed within the building.

MOVED BY COMMISSIONER JOHNSON, SECONDED BY COMMISSIONER LUECK TO RECOMMEND APPROVAL OF THE REQUEST BY STEPHAN DAVY TO OPERATE A SMALL ENGINE REPAIR HOME BASED BUSINESS WITH THE FOLLOWING CONDITIONS:

1. The existing sewage treatment system shall be disconnected, dismantled, and the buried cylinder and pea gravel removed and back filled with natural soils.
2. Outside parking of items awaiting repair and items ready for customer pick up shall be limited to improved surfaces not including areas within the public right of way.
3. The hours of operation shall be 8:00 am to 5:00 pm Monday through Friday, excluding publicly recognized holidays.

ON PROPERTY LEGALLY DESCRIBED AS; LOT 7 BLOCK 3 PORT MILLE LACS MARINA, MILLE LACS COUNTY, MINNESOTA. GENERALLY LOCATED AT 47053 180TH AVE, GARRISON, MN 56450. PID 09-975-0430.

MOTION CARRIED UNANIMOUSLY.

IX. OTHER BUSINESS

None.

X. ADJOURNMENT

There being no further business, **MOVED BY COMMISSIONER JOHNSON AND
SECONDED BY COMMISSIONER LUECK TO ADJOURN THE MEETING.**

MOTION CARRIED UNANIMOUSLY.

The meeting of the Mille Lacs County Planning Commission adjourned at 7:35 pm.

Respectfully submitted,

Michele McPherson

Michele McPherson
Director, Land Services Office
Recording Secretary

Requested Meeting Date: 03/02/21
(Board meets the 1st and 3rd Tuesday of each month)

Title of Item for Consideration: Presentation of Information: David Coudron of Advantenon	
Consent Agenda ☐ Approve/Deny Motion ☐ Information Only ☐ Schedule Public Hearing* <i>*provide sample notice that will run in paper</i>	Regular Agenda – Estimate Time Needed: 5 minutes ☐ Approve/Deny Motion ☐ Discussion Item ☐ Direction Requested ☐ Hold Public Hearing* ☒ Presentation of Information <i>*provide copy of hearing notice that was published</i>
Submitted by: Mike Wimmer	Department: Economic Development
Who will attend the meeting and be able to respond to questions? Give name and title: David Coudron - Advantenon (WebEx)	
Summary of Issue (include previous Board or Committee actions and/or minutes, as well as applicable dates): David Coudron with Advantenon will be providing an update to the Mille Lacs County Board of Commissioners on the status of the fixed-wireless broadband network in the southern part of Mille Lacs County.	
Alternatives/Options/Comments:	
Recommended Action/Motion: Hold Presentation of Information from David Coudron of Advantenon.	
Financial Impact: Is there a cost associated with this request? ☐ Yes ☒ No What is the total cost, including tax and shipping? \$ _____ Are funds available in the budget? ☐ Yes ☐ No If no, please explain: _____	
Additional Information Attached: ☐ Contract/Agreement Approved by County Attorney's Office: ☐ Yes ☐ No If no, please explain: _____ ☐ Minutes of Relevant Meeting(s) ☒ Background Information (such as price quotes, etc.) Supplemental information will be provided at the County Board of Commissioners meeting prior to David's presentation.	
Board action: (for use by Recording Secretary) ☐ Approved ☐ Denied ☐ Tabled: _____	

Requested Meeting Date: 03/02/21

(Board meets the 1st and 3rd Tuesday of each month)

Title of Item for Consideration: Consider Mille Lacs County Pandemic Economic Relief Grant Applications	
Consent Agenda ☐ Approve/Deny Motion ☐ Information Only ☐ Schedule Public Hearing* <i>*provide sample notice that will run in paper</i>	Regular Agenda – Estimate Time Needed: 5 minutes ☒ Approve/Deny Motion ☐ Discussion Item ☐ Direction Requested ☐ Hold Public Hearing* ☐ Presentation of Information <i>*provide copy of hearing notice that was published</i>
Submitted by: Mike Wimmer	Department: Economic Development
Who will attend the meeting and be able to respond to questions? Give name and title: Mike Wimmer - Economic Development Manager	
Summary of Issue (include previous Board or Committee actions and/or minutes, as well as applicable dates): Staff is requesting board approval of the third group of Mille Lacs County Pandemic Economic Relief Grant applications. Staff will be presenting supplemental information including a detailed list of the businesses staff is recommending for grant approval at the County Board of Commissioners meeting. If approved, grant funds will only be released on the contingency that the selected businesses can provide additional documentation as outlined in the County's Pandemic Economic Relief Grant program guidelines.	
Alternatives/Options/Comments:	
Recommended Action/Motion: Approve Mille Lacs County Pandemic Economic Relief Business Grant applications.	
Financial Impact: Is there a cost associated with this request? ☒ Yes ☐ No What is the total cost, including tax and shipping? \$ _____ Are funds available in the budget? ☒ Yes ☐ No If no, please explain: _____	
Additional Information Attached: ☐ Contract/Agreement Approved by County Attorney's Office: ☐ Yes ☐ No If no, please explain: _____ ☐ Minutes of Relevant Meeting(s) ☒ Background Information (such as price quotes, etc.) Supplemental information will be handed out at the County Board of Commissioners meeting.	
Board action: (for use by Recording Secretary) ☐ Approved ☐ Denied ☐ Tabled: _____	

Requested Meeting Date: 03/02/21

(Board meets the 1st and 3rd Tuesday of each month)

Title of Item for Consideration:

Consider Penalty and Interest Abatement for Allstar Childcare

Consent Agenda

- ☐ Approve/Deny Motion ☐ Information Only
☐ Schedule Public Hearing*

**provide sample notice that will run in paper*

Regular Agenda – Estimate Time Needed: 10 minutes

- ☒ Approve/Deny Motion ☐ Discussion Item
☐ Direction Requested ☐ Hold Public Hearing*
☐ Presentation of Information

**provide copy of hearing notice that was published*

Submitted by:

Eric Bartusch

Department:

Auditor - Treasurer

Who will attend the meeting and be able to respond to questions? Give name and title:

Eric Bartusch, Auditor - Treasurer

Summary of Issue (include previous Board or Committee actions and/or minutes, as well as applicable dates):

Linnea Otto, owner of Allstar Childcare in Milaca, MN, contacted the Auditor - Treasurer's office on Friday, February 12 in order to request an abatement on penalties and interest on parcel 21-024-3000. The childcare center has not seen sustained attendance as a direct result of the COVID-19 pandemic and has therefore struggled to make timely property tax payments. County Board approval is required.

Alternatives/Options/Comments:

Recommended Action/Motion:

Approve request to abate penalties and interest on parcel 21-024-3000 if paid by March 31, 2021.

Financial Impact:

Is there a cost associated with this request? ☐ Yes ☒ No

What is the total cost, including tax and shipping? \$

Are funds available in the budget? ☐ Yes ☐ No If no, please explain:

Additional Information Attached:

☐ Contract/Agreement

Approved by County Attorney's Office: ☐ Yes ☐ No If no, please explain:

☐ Minutes of Relevant Meeting(s)

☒ Background Information (such as price quotes, etc.)

Email Request

Board action: (for use by Recording Secretary)

☐ Approved ☐ Denied ☐ Tabled:

Eric Bartusch

From: scott otto <ottospc@gmail.com>
Sent: Friday, February 12, 2021 11:46 AM
To: Eric Bartusch

Hello Eric,

My name is Linnea Otto and I own Allstar Childcare Center in Milaca. I am reaching out to you to see if there is a way the late fee/penalty charges on my business property taxes can be forgiven. This last year was very difficult on the center. Our average daily attendance is still not where it was prior to Covid. Our numbers are increasing, but at a very slow pace. I am usually not one to ask for help, but this last year had unusual circumstances and I have found myself asking for any help available.

Thank you for your time...it is greatly appreciated.

Sincerely,
Linnea Otto

Requested Meeting Date: 03/02/21

(Board meets the 1st and 3rd Tuesday of each month)

Title of Item for Consideration:

Conduct Public Hearing for Kennel License Application, Susan & Jay Kenady

Consent Agenda

☐ Approve/Deny Motion ☐ Information Only

☐ Schedule Public Hearing*

**provide sample notice that will run in paper*

Regular Agenda – Estimate Time Needed: 5 minutes

☐ Approve/Deny Motion

☐ Discussion Item

☐ Direction Requested

☒ Hold Public Hearing*

☐ Presentation of Information

**provide copy of hearing notice that was published*

Submitted by:

Michele McPherson, Director

Department:

Land Services Office

Who will attend the meeting and be able to respond to questions? Give name and title:

Michele McPherson, Director

Summary of Issue (include previous Board or Committee actions and/or minutes, as well as applicable dates):

Susan & Jay Kenady have applied for a kennel license for up to 10 French Bulldogs that they intend to breed. The attached notice was published; the township and neighbors within 1/4 mile were provided written notice of the public hearing.

Approval of the license with its conditions will be placed on the March 16, 2021 meeting agenda for consideration.

Alternatives/Options/Comments:

Recommended Action/Motion:

Conduct the public hearing and take testimony to be included in conditions of approval.

Financial Impact:

Is there a cost associated with this request? ☐ Yes ☐ No

What is the total cost, including tax and shipping? \$

Are funds available in the budget? ☐ Yes ☐ No If no, please explain:

Additional Information Attached:

☐ Contract/Agreement

Approved by County Attorney's Office: ☐ Yes ☐ No If no, please explain:

☐ Minutes of Relevant Meeting(s)

☒ Background Information (such as price quotes, etc.)

Public Notice Ad Proof

Board action: (for use by Recording Secretary)

☐ Approved

☐ Denied

☐ Tabled:



-Public Notice Ad Proof-

This is the proof of your ad scheduled to run on the dates indicated below. Please proof read carefully if changes are needed, please contact us prior to deadline at Cambridge (763) 691-6000 or email at publicnotice@ecm-inc.com

5.4

Ad Proof

Enlarged

MILLE LACS COUNTY PUBLIC HEARING NOTICE

The Mille Lacs County Board of Commissioners, at their March 2, 2021 meeting, will conduct a public hearing regarding a kennel license application to breed French Bulldogs (up to 10 dogs) submitted by Susan and Jay Kenady on property located at 22589 160th Avenue and legally described as the South Half of the South Half of the Northeast Quarter of Section 18, Township 39, Range 27, Mille Lacs County, Minnesota (15-018-0201). The March 2, 2021 Board meeting begins at 9:00 am, the public hearing will occur after the start of the meeting. For the exact time, please check the meeting agenda posted on the County's website at www.co.mille-lacs.mn.us or contact the Land Services Office at 320/983-8308.

Published in the
Union-Times
February 25, 2021
1116968

Date: 02/18/21

Account #: 486186

Customer: MILLE LACS COUNTY LAND SERV.
OFFICE

Address: 635 2nd Street E
Milaca

Telephone: (888) 520-8308
Fax:

Publications:

Union-Times

Ad ID: 1116968

Copy Line: March 2 PH Kenady Application

PO Number:

Start: 02/25/21

Stop: 02/25/2021

Total Cost: \$34.30

of Lines: 28

Total Depth: 3.111

of Inserts: 1

Ad Class: 150

Phone # (763) 691-6000

Email: publicnotice@ecm-inc.com

Rep No: NP700

Contract-Gross

Board Agenda Request Form
Board of County Commissioners

Requested Meeting Date: 03/02/21

(Board meets the 1st and 3rd Tuesday of each month)

Title of Item for Consideration:

Consider Conditional Use Permit by Stephan Davy for a Home Occupation

Consent Agenda

- ☐ Approve/Deny Motion ☐ Information Only
☐ Schedule Public Hearing*

*provide sample notice that will run in paper

Regular Agenda – Estimate Time Needed: 5 minutes

- ☒ Approve/Deny Motion ☐ Discussion Item
☐ Direction Requested ☐ Hold Public Hearing*
☐ Presentation of Information

*provide copy of hearing notice that was published

Submitted by:

Michele McPherson, Director

Department:

Land Services Office

Who will attend the meeting and be able to respond to questions? Give name and title:

Michele McPherson, Director

Summary of Issue (include previous Board or Committee actions and/or minutes, as well as applicable dates):

Stephan Davy has applied for a conditional use permit to conduct a home occupation (marine/small engine repair) in a detached pole structure on a lot across from his dwelling in Kathio Township. Several residents provided written correspondence objecting to the use as it would create noise, additional traffic, and in general negatively impact the neighborhood. There was no public comment during the public hearing.

The Planning Commission voted to recommend approval of the request with the following conditions:

1. The existing sewage treatment system shall be disconnected, dismantled, and the buried cylinder and pea gravel removed and back filled with natural soils.
2. Outside parking of items awaiting repair and items ready for customer pick up shall be limited to improved surfaces not including areas within the public right of way.
3. The hours of operation shall be 8:00 am to 5:00 pm Monday through Friday, excluding publicly recognized holidays.

ON PROPERTY LEGALLY DESCRIBED AS; LOT 7 BLOCK 3 PORT MILLE LACS MARINA, MILLE LACS COUNTY, MINNESOTA. GENERALLY LOCATED AT 47053 180TH AVE, GARRISON, MN 56450. PID 09-975-0430.

Alternatives/Options/Comments:

Recommended Action/Motion:

Motion to concur with the Planning Commission recommendation and approve the request with the conditions noted.

Financial Impact:

Is there a cost associated with this request? ☐ Yes ☐ No

What is the total cost, including tax and shipping? \$ _____

Are funds available in the budget? ☐ Yes ☐ No If no, please explain: _____

Additional Information Attached:

☐ Contract/Agreement

Approved by County Attorney's Office: ☐ Yes ☐ No If no, please explain: _____

☐ Minutes of Relevant Meeting(s)

☐ Background Information (such as price quotes, etc.)

Board action: (for use by Recording Secretary)

☐ Approved ☐ Denied ☐ Tabled: _____

Requested Meeting Date: 03/02/21

(Board meets the 1st and 3rd Tuesday of each month)

Title of Item for Consideration:

Consider Resolution No. 03-02-2021-01, Appoint the Environmental Resources Director/Land Commissioner as Drainage Inspector

Consent Agenda

☐ Approve/Deny Motion ☐ Information Only

☐ Schedule Public Hearing*

**provide sample notice that will run in paper*

Regular Agenda – Estimate Time Needed: 2 minutes

☒ Approve/Deny Motion ☐ Discussion Item

☐ Direction Requested ☐ Hold Public Hearing*

☐ Presentation of Information

**provide copy of hearing notice that was published*

Submitted by:

Holly Wilson, Personnel Director

Department:

Environmental Resources

Who will attend the meeting and be able to respond to questions? Give name and title:

Holly Wilson, Personnel Director; Christopher Berg, Environmental Resources Director/Land Commissioner

Summary of Issue (include previous Board or Committee actions and/or minutes, as well as applicable dates):

The Mille Lacs County Board of Commissioners serves as the Drainage Authority for Mille Lacs County. The Drainage Authority, pursuant to Minnesota Statute 103E.065, shall appoint a competent person to serve as the drainage inspector and specify the appointment period and compensation.

Dillon Hayes, the previously appointed drainage inspector, has resigned his position.

A new Environmental Resources Director/Land Commissioner was hired by Mille Lacs County on February 8, 2021, and thereupon assigned the duties of drainage inspector.

Alternatives/Options/Comments:

Recommended Action/Motion:

Adopt Resolution No. 03-02-2021-01 appointing a County Drainage Inspector

Financial Impact:

Is there a cost associated with this request? ☐ Yes ☒ No

What is the total cost, including tax and shipping? \$

Are funds available in the budget? ☐ Yes ☐ No If no, please explain:

Additional Information Attached:

☐ Contract/Agreement

Approved by County Attorney's Office: ☐ Yes ☐ No If no, please explain:

☐ Minutes of Relevant Meeting(s)

☒ Background Information (such as price quotes, etc.)

Resolution No: 03-02-2021-01

Board action: (for use by Recording Secretary)

☐ Approved ☐ Denied ☐ Tabled:

**Board of County Commissioners
Mille Lacs County, Minnesota**

Resolution No: 03-02-2021-01

Appoint Environmental Resources Director/Land Commissioner as Drainage Inspector

WHEREAS, the Mille County Board of County Commissioners acts as the Drainage Authority in accordance with Minnesota Statutes Chapter 103E for all 103E drainage systems established within the borders of Mille Lacs County; and

WHEREAS, as the Drainage Authority, under Minnesota Statute 103E.065, shall appoint a competent person to serve as the Drainage Inspector; and

WHEREAS, the previous Drainage Inspector, Dillon Hayes, has resigned his position with Mille Lacs County; and

WHEREAS, the Environmental Resources Director/Land Commissioner was hired on February 8, 2021, and thereupon assigned the duties of Drainage Inspector; and

NOW, THEREFORE, BE IT RESOLVED that the Mille Lacs County Board of Commissioners hereby appoints the Environmental Resources Director/Land Commissioner as the Mille Lacs County Drainage Inspector for a term that shall expire on December 31, 2024, with compensation to be provided according to Mille Lacs County personnel policies.

The foregoing resolution was introduced by County Board Member Wilhelm and duly seconded by County Board Member Ostin.

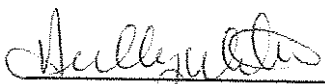
The following voted in favor of the Resolution:

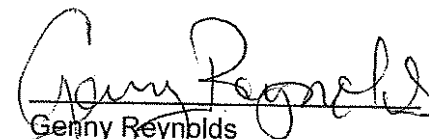
The following voted against the Resolution: 0

The following were absent: 0

Whereupon the resolution is adopted.

Passed and adopted this 2nd day of March 2021.


Holly Wilson
Assistant County Administrator


Genny Reynolds
County Board Vice Chairperson

Requested Meeting Date: 03/02/21

(Board meets the 1st and 3rd Tuesday of each month)

Title of Item for Consideration:	
Consider Resolution No. 03-02-2021-02, Appoint a County Recorder Pursuant to Minnesota Statute 375A.01	
Consent Agenda ☐ Approve/Deny Motion ☐ Information Only ☐ Schedule Public Hearing* <i>*provide sample notice that will run in paper</i>	Regular Agenda – Estimate Time Needed: 1 minutes ☒ Approve/Deny Motion ☐ Discussion Item ☐ Direction Requested ☐ Hold Public Hearing* ☐ Presentation of Information <i>*provide copy of hearing notice that was published</i>
Submitted by: Holly Wilson, Personnel Director	Department: ASO
Who will attend the meeting and be able to respond to questions? Give name and title: Holly Wilson, Personnel Director	
Summary of Issue (include previous Board or Committee actions and/or minutes, as well as applicable dates): The County Board has accepted the resignation of Michele McPherson from the position of Mille Lacs County Land Services Director/County Recorder effective March 5, 2021. Per M.S 375A.01, the County Board shall appoint a County Recorder. The recommended individual for appointment as Temporary County Recorder is Warren Delles.	
Alternatives/Options/Comments:	
Recommended Action/Motion: Adopt Resolution No. 03-02-2021-02.	
Financial Impact: Is there a cost associated with this request? ☐ Yes ☒ No What is the total cost, including tax and shipping? \$ _____ Are funds available in the budget? ☐ Yes ☐ No If no, please explain: _____	
Additional Information Attached: ☐ Contract/Agreement Approved by County Attorney's Office: ☐ Yes ☐ No If no, please explain: _____ ☐ Minutes of Relevant Meeting(s) ☒ Background Information (such as price quotes, etc.) Resolution No. 03-02-2021-02	
Board action: (for use by Recording Secretary) ☐ Approved ☐ Denied ☐ Tabled: _____	

Board of County Commissioners
Mille Lacs County, Minnesota

APPOINTMENT OF COUNTY RECORDER

Resolution No. 03-02-2021-02

WHEREAS, Minnesota Statute 375A.01 provides for the Mille Lacs County Board of Commissioners of the State of Minnesota to fill the office of County Recorder by appointment; and

WHEREAS, on February 16, 2021, the Mille Lacs County Board of Commissioners accepted the resignation of Michele McPherson as Land Services Director/County Recorder effective on March 5, 2021; and

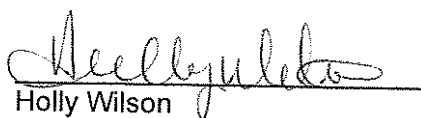
WHEREAS, the Deputy Recorders have not been cross-trained in all duties of the County County Recorder; and

WHEREAS, the Assistant County Administrator has determined the Deputy Recorders are unable to perform all the duties of the County Recorder.

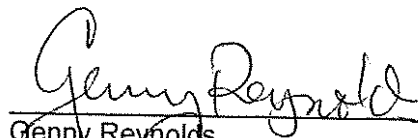
NOW THEREFORE, BE IT RESOLVED, that the Mille Lacs County Board of Commissioners appoints Warren Delles as the Temporary County Recorder effective March 6, 2021 until such time as a permanent County Recorder is determined.

Adopted this 2nd day of March, 2021.

ATTEST:



Holly Wilson
Mille Lacs Assistant County Administrator



Genny Reynolds
Mille Lacs County Vice Board Chair



Activity by Customer, Year & Month

W.S. 5

Date Range: 1/1/2020 to 12/31/2020

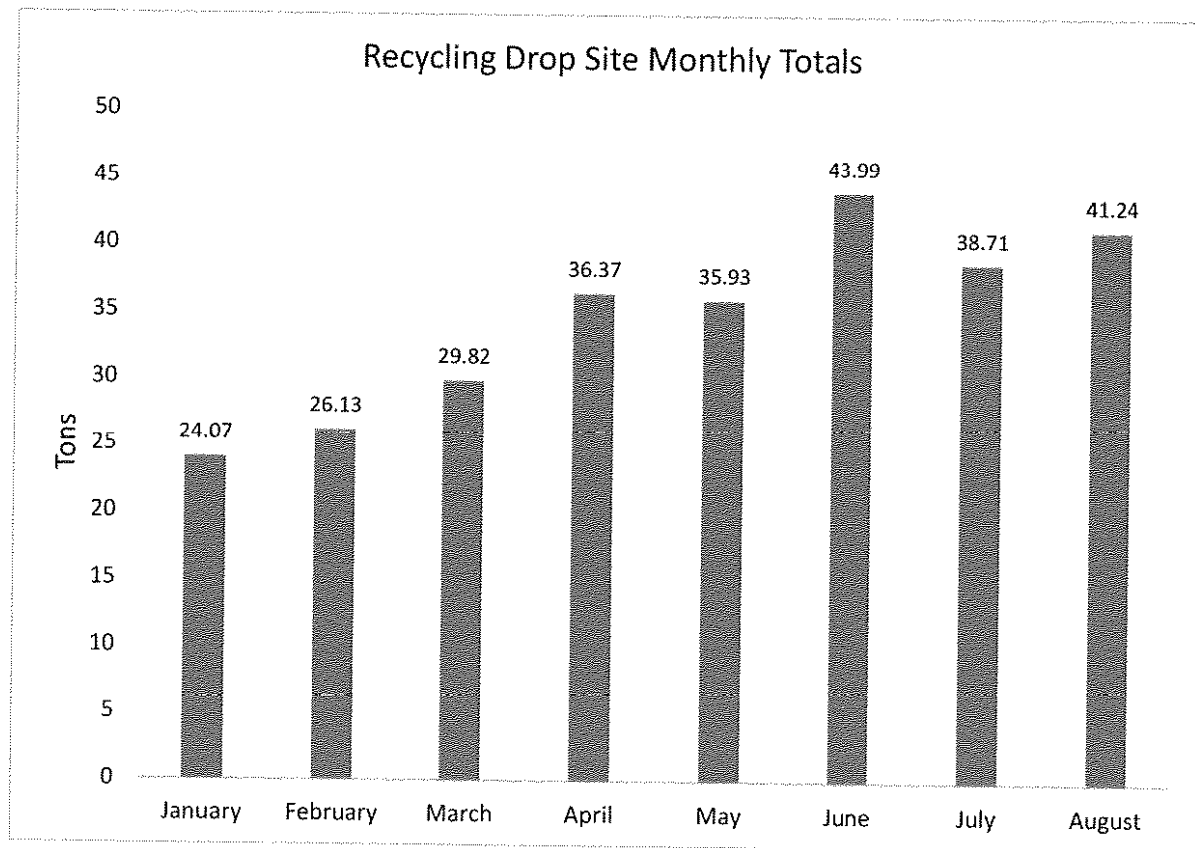
Customer Range: 333365 to 333365

Inbound

Report Excludes Environmental and Fuel Recovery Fees

Customer		Tons	Yards	Tax	Disposal Total Amt
333365 Mille Lacs County					
2020	Subtotals for 2020	365.61	0.00	\$0.00	\$60,691.26
March		25.39	0.00	\$0.00	\$4,214.74
April		36.37	0.00	\$0.00	\$6,037.42
May		35.93	0.00	\$0.00	\$5,964.38
June		43.99	0.00	\$0.00	\$7,302.34
July		38.71	0.00	\$0.00	\$6,425.86
August		41.24	0.00	\$0.00	\$6,845.84
September		36.15	0.00	\$0.00	\$6,000.90
October		35.98	0.00	\$0.00	\$5,972.68
November		36.48	0.00	\$0.00	\$6,055.68
December		35.37	0.00	\$0.00	\$5,871.42
	Grand Totals:	365.61	0.00	\$0.00	\$60,691.26

Month	Tons
January	24.07
February	26.13
March	29.82
April	36.37
May	35.93
June	43.99
July	38.71
August	41.24
September	
October	
November	
December	
Total	276.26



Date	Hours
6/1/2020	10
6/2/2020	3
6/3/2020	7
6/4/2020	6.5
6/5/2020	8
Total	34.5
6/8/2020	10
6/9/2020	6
6/10/2020	6
6/11/2020	5.5
6/12/2020	8
Total	35.5
6/15/2020	9.5
6/16/2020	6.5
6/17/2020	6
6/18/2020	6
6/19/2020	6.5
Total	34.5
6/22/2020	9.5
6/23/2020	5.5
6/24/2020	6.5
6/25/2020	6
6/26/2020	8
Total	35.5
6/29/2020	9
6/30/2020	7
7/1/2020	6
07.02.2020	9
07.03.2020	Holiday
Total	31
7/6/2020	10
7/7/2020	8
7/8/2020	7
7/9/2020	6.5
7/10/2020	7
Total	38.5
Average	35.7

Cost of Purchasing One Trailer	
Pro-Trailer Trailer	\$ 12,527.00
Registration	\$ 54.50
Stickers	\$ 175.00
Locks	\$ 25.00
Trailer Cables	\$ 10.00
Wire Rope and Bolts	\$15.00
	\$ 12,806.50

- B. The disposal of major appliances in the land is prohibited, but the storage at a collection or processing facility is permitted.
- C. Major appliances shall be stored in a manner which will not create a nuisance, blight, or hazard to public health and safety and shall have all non-magnetic latches disabled, capacitors removed and refrigerant gas evacuated before storage and or processing.
- D. No more than ten (10) major appliances may be stored outside on any nonresidential parcel except at a permitted collection or processing facility.
- E. No more than two (2) major appliances may be stored outside within the boundaries of any residential lot.

19.7 MOTOR VEHICLES AND MACHINERY

- A. **MOTOR VEHICLES AND MACHINERY AS SOLID WASTE.** Motor vehicles or parts of motor vehicles and machinery or parts of machinery shall be solid waste when they are either not operable (inoperable) or not equipped with current license plates and/or tabs issued to the vehicle (unlicensed) and are one or more of the following:
 - 1. Container for other solid waste, or
 - 2. Abandoned or disposed, or
 - 3. Stored or outside of a fully enclosed building except as permitted by this section.
- B. **LIMITED EXEMPTIONS.** The following are conditions that considered exempt from this section:
 - 1. Owners of land used primarily for farm/agricultural use are allowed to store farm type machinery outside. Machinery shall be stored in a manner which will not create a hazard to the public health and safety.
 - 2. All land owners shall be allowed to store no more than two inoperable and/or unlicensed motor vehicles outside. Motor vehicles shall be stored in a manner which will not create nuisance or a hazard to the public health and safety.
- C. Individual households who meet or exceed the provisions listed in this section shall be in violation of this Ordinance.

19.8 WASTE TIRES

- A. **LAND DISPOSAL PROHIBITED.** The disposal of waste tires in or on the land is prohibited. This does not prohibit the storage of unprocessed waste tires at a collection or a processing facility.
- B. **WASTE TIRE STORAGE REQUIREMENTS:**
 - 1. No more than five (5) waste tires may be stored outside within the boundaries of any residential lot. The allotted five (5) waste tires shall be stored consistent with the requirements of Section 19.8(B)(4) through (B)(17).
 - 2. No more than twenty-five (25) waste tires may be stored on any non-residential lot except at a properly licensed solid waste facility. The allotted twenty-five (25) waste tires shall be stored consistent with the requirements of Section 19.8(B)(4) through (B)(17).

3. Exceptions to Section 19.8(B)(1), (2) and (16) may be allowed when waste tires are utilized outside of a building for decorative, recreational, structural, construction or agricultural purposes where they comply with the requirements of other applicable laws or sections of this Ordinance.
4. Waste tires shall not be stored outside within 1,000 feet of intermittent or permanent wetlands, streams, ponds, and lakes, including shoreland and floodplain areas.
5. Waste tires shall not be stored outside within 1,000 feet of wooded areas and other areas on which trees, tree stumps, and brush are located, which could harbor mosquito populations.
6. Waste tires within one thousand (1000) feet of a residence shall be stored or utilized in a manner that prevents water from being retained in the tires.
7. Waste tires shall not be stored within one-half mile of a known or suspected endemic area of mosquito-borne viral encephalitis or other diseases.
8. Waste tires shall not be placed, stored, left, or permitted to remain in a lake, stream, wetland, sink hole, gully, waterway, floodplain or shoreland.
9. Waste tires shall not be stored within an area which is unsuitable with respect to topography, geology, hydrology, soils, land use, or other public health and safety concerns.
10. Waste tires shall be confined to as small an area as practicable, with individual piles not more than 2,500 feet in area and twenty (20) feet in height.
11. A minimum twelve (12) foot separation distances shall be provided between piles of waste tires to allow for truck and emergency vehicle access.
12. Waste tires shall not constitute a fire hazard.
13. Waste tires shall be piled so as to minimize the accumulation of stagnant water.
14. Waste tires shall be stored a minimum of fifty (50) feet from the adjacent property line.
15. Surface water drainage shall be diverted around and away from waste tire storage areas.
16. Adequate visual screening of waste tire storage areas from housing or public right-of-ways shall be provided by use of natural objects, such as trees, berms, fences, or other means deemed acceptable by the Department.
17. The owner of the land or premises upon which waste tires are located in violation of this Ordinance shall be obligated to remove them to a licensed solid waste facility, or obtain the license required by this Ordinance within one year of the effective date of this Ordinance, or such later date approved by the Department.

19.9 DUMPING

- A. **UNAUTHORIZED DUMPING.** It shall be a violation of this Ordinance for any person to dispose of solid waste within the County at any place except at a site or facility authorized by this Ordinance.
- B. **UNLICENSED OPEN DUMPS.** It shall be a violation of this Ordinance for any person to operate an open dump.

feet per inch.

15.0 Waste Tire Collection Sites and Processing Facilities

15.1 State Rule Adopted

The design, construction and operation of Solid Waste Processing Facilities shall be accordance with MPCA Solid Waste Management Rules Parts 7035.2525-7035.2655 which are hereby adopted by reference as part of this Ordinance.

15.2 License Required Except

A License shall not be required for the following waste tire collection Sites and Processing Facilities:

- a. A retail tire seller for the retail-selling Site if no more than 500 waste tires are kept on the business premises.
- b. An Owner or Operator of a tire retreading business for the business Site if no more than 3,000 waste tires are kept on the business premises.
- c. An Owner or Operator of a business who, in the ordinary course of business, removes tires from motor vehicles if no more than 500 waste tires are kept on the premises.
- d. A licensed and permitted land Disposal Facility Operator with less than 10,000 waste tires stored above ground On-Site.
- e. A Person using waste tires for agricultural purposes if the waste tires are kept on the Site of use.

15.3 General Design and Construction Requirements

The following general design and construction requirements shall be in accordance with Section 8 of this Ordinance and the MPCA Rules Parts 7035.2525-7035.2655:

- a. The Licensee shall maintain a minimum separating distance of fifty (5) feet between the Waste Tire Collection Site or Processing Facility operations and the adjacent property line.
 - b. The Licensee shall divert surface water drainage around and away from the collection area.
 - c. The Licensee shall provide adequate visual screening to reduce visibility of above-grade operations from housing or public right-of-ways by use of natural objects, trees, plants, seeded soil berms, fences, or other means deemed suitable by the Department.
 - d. The Waste Tire Collection Site/and/or Processing Facility shall be as situated, equipped, operated, and maintained as to minimize interference with other activities in the area.
-

16.0 Land Application of Wastes

16.1 License Required

It is a violation of this Ordinance for any Person or company to land apply Solid Waste(s) (e.g., water treatment lime, petroleum contaminated soils, and industrial by-products from food and beverage Processing or ethanol production) without prior approval from the Department and in accordance with Department procedures. Sewage Sludge and solid or dissolved materials in domestic sewage are excluded from the definition of Solid Waste and are regulated by state rule (Minn. R. Ch. 7041), Minn. Stat., Chapter 115, Washington County Ordinance No. 196, and by Federal Rule (40 CFR Chapter 1, Subchapter O, part 503).

16.2 Notification Requirements

Application for Land Application of Solid Waste shall be on forms provided by the Department, not less than thirty (30) days prior to initiation of proposed Land Application activities.

Tuesday, March 2, 2021
Board Room, Upper Level of the Historic Courthouse

ADD ON

ADD ONS:

- 5.1 Presentation of Information: David Coudron of Advantenon – Supplemental Document
 - 5.2 Consider Mille Lacs County Pandemic Economic Relief Grant Application – Supplemental Document
 - 5.8 Consider Resolution No. 03-02-2021-03, Regarding Trespass Notice of Maynard Schwartz
 - 5.9 Consider Application for Criminal Justice System COVID-19 Response Grant
 - 5.10 Consider Rum River One Watershed, One Plan (1W1P) Draft Joint Powers Agreement Draft
 - 5.11 Consider Installation of Water Cooler in the North Law Enforcement Facility
 - Work Session #3 Association of Minnesota Counties Presentation – Supplemental Documents
 - Work Session #6 Mille Lacs County Commissioners Open Discussion – Supplemental Documents
-
-



Mille Lacs County Cares Act Project Update

ADD ON

5.1

Deliverables

- Confirm tower locations - Complete
- Complete tower hosting contracts – Complete
- Obtain Direct Internet Access - Complete
- Order and configure equipment - Complete
- Install tower to tower equipment – Complete
- Install user to tower equipment - Complete
- Deploy/troubleshoot equipment - Complete
- Install initial end users – Complete



2020 Cares Act Approach

- Milestone update
 - Installed and configured equipment on 9 tower locations to cover southern half of county
 - Completed Direct Internet Access with direct connection to Internet in Minneapolis
 - All Tower sites communicating and ready for customers

What is going well

- Leveraging installer time from western network
- LTE wireless in tree cover working as expected
- Coverage requests showing up on regular basis
- Clearing backlog of user requests, will be all caught up next week

Areas for Improvement

- Response from customers is spotty
 - Very few answer phones
 - Emails are likely getting lost
- Some customers require poles to get above trees

Next steps

- Continue to install customers
 - Currently have small backlog
- Begin marketing in the county

Requested Meeting Date: 03/02/21

(Board meets the 1st and 3rd Tuesday of each month)

Title of Item for Consideration:
Approve Resolution No. 03-02-2021-03 Regarding Trespass Notice of Maynard Schwartz

Consent Agenda ☐ Approve/Deny Motion ☐ Information Only ☐ Schedule Public Hearing* <i>*provide sample notice that will run in paper</i>	Regular Agenda – Estimate Time Needed: 1 minutes ☒ Approve/Deny Motion ☐ Discussion Item ☐ Direction Requested ☐ Hold Public Hearing* ☐ Presentation of Information <i>*provide copy of hearing notice that was published</i>
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Submitted by: Holly Wilson, Assistant County Administrator	Department: ASO
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Who will attend the meeting and be able to respond to questions? Give name and title:
 Holly Wilson, Assistant County Administrator

Summary of Issue (include previous Board or Committee actions and/or minutes, as well as applicable dates):
 A trespass notice of Mr. Maynard Schwartz from Mille Lacs County Campus to include the Historic Courthouse, Justice Center, Community and Veterans Services, and the Sheriff's Office has been initiated.

Alternatives/Options/Comments:

Recommended Action/Motion:
 Approve Resolution 03-02-2021-03

Financial Impact:
 Is there a cost associated with this request? ☐ Yes ☐ No
 What is the total cost, including tax and shipping? \$ _____
 Are funds available in the budget? ☐ Yes ☐ No If no, please explain:

Additional Information Attached:
☐ Contract/Agreement
 Approved by County Attorney's Office: ☒ Yes ☐ No If no, please explain: _____
☐ Minutes of Relevant Meeting(s)
☒ Background Information (such as price quotes, etc.)
 Trespass notice, Resolution

Board action: (for use by Recording Secretary)
☐ Approved ☐ Denied ☐ Tabled: _____

**Board of County Commissioners
MILLE LACS COUNTY, MINNESOTA
Resolution No. 03-02-2021-03**

REGARDING TRESPASS NOTICE OF MAYNARD SCHWARTZ

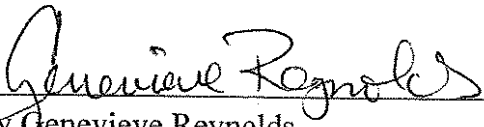
WHEREAS, Assistant County Administrator Holly Wilson has briefed the Board regarding the repeated harassing behavior exhibited by Maynard Raymond Schwartz (DOB: 9/3/1945) on Mille Lacs County property.

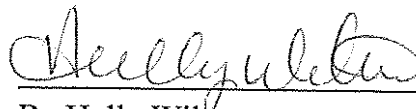
WHEREAS, Maynard Schwartz's behavior has escalated over time, including incidents in multiple county buildings involving a number of different county employees and employees of the judicial branch. Several incidents have been documented where individuals working on county property have expressed that they are uncomfortable and feel threatened by the presence and conduct of Maynard Schwartz.

BE IT RESOLVED:

1. Maynard Raymond Schwartz (DOB: 9/3/1945) is being told to leave the premises of all Mille Lacs County buildings including the Historic Courthouse (635 2nd Street SE), the Justice Center (225 6th Ave SE), Community and Veterans Services (525 2nd Street SE), and the Sheriff's Office (640 3rd Street SE).
2. All services to which Maynard Schwartz may be entitled to may be arranged by telephone as follows:
 - a. Historic Courthouse (Admin/Auditor/Land Services)—(320) 983-8218
 - b. Community and Veterans Services—(320) 983-8208
 - c. Sheriff's Office—(320) 983-8250
 - d. Attorney's Office—(320) 983-8305
 - e. Corrections/Probation—(320) 983-8202
 - f. District Court—(320) 983-8313

3. Maynard Schwartz has current charges requiring court appearances at the Mille Lacs County Justice Center. If Maynard Schwartz has a court hearing or appointment requiring his attendance, he may freely enter the Justice Center or other county building for so long as is necessary for his hearing and no longer. The time necessary for his hearing shall be determined by courthouse security in their sole discretion.
4. If Maynard Schwartz seeks a voluntary appointment on county property, that should be arranged in advance via telephone as follows:
 - a. Historic Courthouse (Admin/Auditor/Land Services)—(320) 983-8218
 - b. Community and Veterans Services—(320) 983-8208
 - c. Sheriff's Office—(320) 983-8250
 - d. Attorney's Office—(320) 983-8305
 - e. Corrections/Probation—(320) 983-8202
 - f. District Court—(320) 983-8313
5. If Maynard Schwartz is present on county property identified above and his presence is not required for a court hearing or appointment requiring his attendance and he has not arranged for an appointment as stated above, he is to be promptly removed from all Mille Lacs County property identified above.


By Genevieve Reynolds
Vice Chairperson
Mille Lacs County Board of Commissioners


By Holly Wilson
Assistant Mille Lacs County Administrator

This resolution was adopted on March 2nd, 2021.

TRESPASS NOTICE

March 2, 2021

PLEASE BE INFORMED that you, **Maynard Raymond Schwartz (DOB: 9/3/1945)**, are trespassed from all Mille Lacs County buildings including the Historic Courthouse (635 2nd Street SE), the Justice Center (225 6th Ave SE), Community and Veterans Services (525 2nd Street SE), and the Sheriff's Office (640 3rd Street SE).

You are being told to leave these premises and not return for a period of one year.

You do not have consent to be on these premises. Violation of this Trespass Notice may result in criminal prosecution pursuant to Minn. Stat. § 609.605.

All services to which you may be entitled to may be arranged by telephone as follows:

- a. Historic Courthouse (Admin/Auditor/Land Services)—(320) 983-8218
- b. Community and Veterans Services—(320) 983-8208
- c. Sheriff's Office—(320) 983-8250
- d. Attorney's Office—(320) 983-8305
- e. Corrections/Probation—(320) 983-8202
- f. District Court—(320) 983-8313

If you have a court hearing or appointment requiring your attendance, you may freely enter the Justice Center for so long as is necessary for your hearing and no longer. If you seek a voluntary appointment on county property, that should be arranged in advance via the telephone numbers listed above.

With these services available to you by telephone and pre-arranged appointment, you do not have a claim of right to be on these premises outside of the terms outlined in this Trespass Notice.

Requested Meeting Date: 03/02/21
(Board meets the 1st and 3rd Tuesday of each month)

Title of Item for Consideration:

Consider Application for Criminal Justice System COVID-19 Response Grant

Consent Agenda

- ☒ Approve/Deny Motion ☐ Information Only
☐ Schedule Public Hearing*
**provide sample notice that will run in paper*

Regular Agenda – Estimate Time Needed: _____ minutes

- ☐ Approve/Deny Motion ☐ Discussion Item
☐ Direction Requested ☐ Hold Public Hearing*
☐ Presentation of Information
**provide copy of hearing notice that was published*

Submitted by:

Bradley Hunt

Department:

Mille Lacs County Jail

Who will attend the meeting and be able to respond to questions? Give name and title:

Don Lorgier - Sheriff, Bradley Hunt - Jail Administrator

Summary of Issue (include previous Board or Committee actions and/or minutes, as well as applicable dates):

The Mille Lacs County Jail was directed to a Grant Opportunity through the Minnesota Department of Public Safety Office of Justice Programs. This grant explains that it "provides funding to prevent, prepare for, and respond to coronavirus to agencies operating across the criminal justice system". This grant is a reimbursable style grant. We are already in the process of collecting pricing as the grant is due 3-8-2021.

There are many different uses for this grant, but the we at the Jail want to concentrate on a few specific aspects of the grant. These include Technology and equipment to facilitate virtual programming, Technology and equipment to facilitate virtual court proceedings and medical and first aid supplies.

Once the state court system went on COVID protocol of virtual court we scrambled to get a temporary computer / camera set up. At the same time we essentially stopped programs. Now its looking like virtual court and virtual programs will be the standard operating procedure from now and into the future.

Alternatives/Options/Comments:

Recommended Action/Motion:

Approve the Jail to apply for the Criminal Justice System COVID-19 Response Grant

Financial Impact:

Is there a cost associated with this request? ☒ Yes ☐ No

What is the total cost, including tax and shipping? \$20,000.00 +/-

Are funds available in the budget? ☐ Yes ☒ No If no, please explain: Grant opportunity, which is reimbursable

Additional Information Attached:

☐ Contract/Agreement

Approved by County Attorney's Office: ☐ Yes ☐ No If no, please explain: _____

☐ Minutes of Relevant Meeting(s)

☐ Background Information (such as price quotes, etc.)

Board action: (for use by Recording Secretary)

☐ Approved ☐ Denied ☐ Tabled:

Minnesota Department of Public Safety
Office of Justice Programs (OJP)

REQUEST FOR PROPOSALS (RFP)
Coronavirus Emergency Supplemental Funding (CESF)
CRIMINAL JUSTICE SYSTEM COVID-19 RESPONSE GRANTS

DUE DATE MARCH 8, 2021

The Minnesota Office of Justice Programs is the administering agency for these coronavirus response funds awarded to the Federal Bureau of Justice Assistance (BJA) through the federal CARES Act for these Coronavirus Emergency Supplemental Funding grants. CESF provides funding to prevent, prepare for, and respond to coronavirus to agencies operating across the criminal justice system. Grants will be awarded on a reimbursement only basis.

ELIGIBLE APPLICANTS

Eligible applicants are local units of government including cities (including regional governance bodies), counties, townships, and tribal governments, nonprofits and state agencies serving populations currently involved in the criminal/juveniles justice system. Agencies must be able to quickly complete final grant negotiations, required certifications, and signatures.

NOTE: If your agency is eligible for a direct award from the Bureau of Justice Assistance, you are not eligible for these funds. Please see the chart in *Appendix A* for information on direct local allocations.

FUNDS AVAILABLE

Approximately \$7,500,000 million in CESF funds are available. Projects will need to begin operating within 60 days of award notice. This is a reimbursement only grant. Award amount requests of any size will be considered.

The intent is to distribute funding across all geographic areas of Minnesota among all types of eligible applicants.

PROJECT DATES

Project dates will be flexible. The earliest date for which expenses may be covered is January 1, 2021. The latest end date for grants is December 31, 2021.

SOURCE OF FUNDS

Funds authorized by Division B of H.R. 748, Pub. L. No. 116-136 (Emergency Appropriations for Coronavirus Health Response and Agency Operations); 28 U.S.C. 530C.

APPLICATION DEADLINE

Applications in the e-grants web-based system by 4:00 pm on Monday, March 8th, 2021. **No paper submissions will be accepted.**

CESF GOALS AND ELIGIBLE EXPENSES

The CESF grants will support criminal/juvenile justice agencies efforts to prevent, prepare for and respond to short-term and long-term COVID-19 recovery efforts. All expenses must be COVID-19 related, including, but not limited to:

Coronavirus Prevention

Funding to support any of these measures to help prevent the spread of COVID-19:

- Purchasing cleaning supplies
- Purchasing personal protective equipment
- Developing training on preventing or responding to COVID-19, including training and cross training on emergency response roles
- Developing educational programs and materials on pandemic fundamentals, response strategies, and mitigation interventions
- Developing and implementing vaccination training and coordination plans
- Implementation of vaccination activities, including additional staff/nurse time to implement

Coronavirus Preparation

Funding to support proper planning, staffing, and communications that ensure effective operations and maintain the safety of criminal justice employees and correctional populations.

- Develop and conduct crisis response plans for public health emergencies
- Paying for overtime, temporary or contractual staff or consultants' COVID-19 related work hours
- Costs of technologies to support remote communication
- Purchase of equipment to assist probation and parole officers in remote supervision of offenders and pretrial arrestees
- Systems to track and support adults and/or juveniles diverted or released from incarceration

Coronavirus Response

Funding is available for departments, organizations, and facilities to take measures to respond to the spread of COVID-19. Please review the Terms and Conditions for bidding requirements for municipal and non-governmental grantees.

- Purchase of medical and first aid supplies
- Purchase of supplies necessary for COVID-19 monitoring and testing, which is critical to determine the proper course of action for those who experience severe symptoms
- Addressing the medical needs of inmates in local jails and detention centers
- Addressing transitional housing needs for the criminal justice and juvenile justice population
- Travel expenses related to the distribution of COVID related resources
- Technology and equipment to facilitate virtual programming
- Technology and equipment to facilitate virtual court proceedings
- Other equipment related to COVID-19 response
- Other COVID-19 related expenses

EXAMPLES OF UNALLOWABLE EXPENSES

- Food, gift cards, stipends
- Expenses that supplant currently budgeted items
- Expenses due to revenues not received due to COVID-19
- Anything not related to COVID-19
- Direct services programming not directly related to COVID-19
- Capital expenses and building improvement
- Other items unallowable with federal funds ([DOJ Financial Guide](#))

APPLICATION PROCESS

Applications must be submitted via e-grants, the Office of Justice Programs (OJP) online grants management system. [e-grants](#) can also be accessed via the Office of Justice Programs [website](#). If you have never applied for a grant with the Office of Justice Programs, create a user account by clicking on the purple "New User" option in the login box in the upper right corner of the e-grants website and follow instructions to fill out the profile. Contact the e-grants Helpdesk at 1-800-820-1890 if you have login issues.

TERMS AND CONDITIONS, GRANT PROGRAM GUIDELINES, OJP GRANT MANUAL

As part of submitting this application in e-grants the applicant agency agrees to the Terms and Conditions of OJP Grantees as well as the CESF Program Guidelines. These address federal and state requirements such as worker's compensation, civil rights, affirmative action, and data privacy. By agreeing to these in e-grants the applicant is certifying that they have the authority to make these commitments. Applicants are encouraged to print and review these documents with the appropriate agency staff prior to submitting the application in e-grants. If selected for funding, the grantee will need to submit required certifications prior to receiving funds. Grantees agree to follow the OJP [Grant Manual](#) which provides basic information on policies and procedures for grant administration. These documents become, by reference, part of the formal grant contract agreement.

APPLICATION CONTENT

The application consists of the following elements:

A) Project Information Sheet:

Enter information directly into e-grants such as the authorized representatives for the project, tax identification numbers, a brief project description and other identifying information. This will be printed and used as the cover sheet of the proposal. To receive federal funds your agency must be registered in the federal [System for Award Management \(SAM\)](#) system. [See SAM.gov Registration Guide](#). After registering, enter your DUNS number on the Project Information Sheet.

B) Organization Financial Information Form

This required form includes providing the applicant agency's finance information and accounting practices. This includes fiscal year information, total revenue, federal expenditures as well as information on specific accounting practices. All applicants with total annual revenues of \$50,000 or more and less than \$750,000 will need to upload the most recent IRS Form 990; applicants with total annual revenue of over \$750,000 will need to upload the most recent certified annual audit. If an audit is required, you will also need to upload management letters and corrective actions if issued.

C) Narrative:

Address the following in a five page maximum, Word document with ¾" margins, single spaced and with a 12 point font size. When ready to submit, the narrative will be uploaded as an attachment in e-grants. The narrative should address the following issues (please number responses):

1. Organization Overview (10 Points Possible):

- Describe your agency's mission and experience in addressing the needs of the target population that will be impacted by this grant.
- Describe emerging needs related to the coronavirus crisis.
- Describe capacity to rapidly carry out the proposed activities.

2. Project Description (30 Points Possible):

- Provide an overview of the issues/gaps to be addressed; include relevant local data/statistics related to the Coronavirus.
- Describe proposed activities and how these will prevent, prepare for or respond to the coronavirus.
- Identify the target population. Address whether or not this project will serve those disproportionately affected by COVID-19. Include data on the demographics of this population.
- Describe which staff or contractors will be responsible for implementing the project.
- Describe how progress and effectiveness will be measured.

3. Timeline of Activities (30 Points Possible):

- Detailed timeline of project activities.
- Include number, frequency, and duration of activities.
- Include activities to demonstrate whether goals were met.

4. Coordination (10 Points Possible):

Describe other coronavirus response funding applied for and received and for what purpose.

D) Budget (20 Points Possible):

The budget will be entered directly into e-grants. Directions are available in the [Application Guide](#) in the Training Material section in e-grants. All budget items must be COVID-19 related. Budget line items include: Personnel, Payroll Taxes & Fringe, Contract Services, Travel, Training, Office Expenses, Program Expenses, and Other Expenses. Not all line items need to be used. Other budget considerations include:

- All expenses must be itemized and directly chargeable to the grant. Please refer to the **Budget Item Detail Requirements** in *Appendix B*.
- Provide detailed calculations for all budget amounts.
- Capital expenses such as building improvements or facility remodeling are ineligible.
- **Food, gift cards, stipends are ineligible.**
- Funding must supplement, not supplant state and local government funds.
- All budget items must support activities listed in the narrative.
- Indirect costs may be requested in one of the following ways:

- (a) Use the federally allowed de minimus rate of 10% of Modified Total Direct Costs (MTDC). MTDC excludes equipment, rental costs, participant support costs (Direct Client Assistance), and the portion of each sub award and subcontract in excess of \$25,000.
 - (b) Budget expenses directly in the applicable budget categories.
 - (c) Use your federally approved indirect cost rate and upload a current copy to OJP with the application.
 - (d) If the federally approved indirect cost rate has expired then indirect costs must be directly charged in appropriate budget categories.
- Using the **Indirect Documentation form** in the e-grants forms, you will request and calculate the indirect costs amount to use in your application's budget.

E) Other required attachments:

- **Indirect Rate Documentation Form** – if including indirect costs in budget
- **Federal Requirements for Employers form that includes:**
 - **Equal Employment Opportunity (EEO) Certification** (Go to the [EEO Certification Site](#) and complete the EEO Reporting Tool process and then upload the certification form.
 - **Civil Rights** (view the Civil Rights PowerPoint Presentation and upload a signed Civil Rights Training Acknowledgement Form)
 - **USDOJ Certifications** (two documents downloaded from e-grants application)
 - **Employer Requirements Statement (Word doc.) answering these two questions:**
 - A. How does your organization properly verify the employment eligibility of the individual who is being hired, consistent with the provisions of 8 U.S.C. 1324a(a)(1) and (2)? More details on the OJP [website](#).
 - B. How does your organization determines suitability before certain individuals may interact with participating minors? The details of this requirement are posted on the OJP [website](#).

REVIEW PROCESS

This is a competitive application process. A review committee will read and rate applications using a 100-point scale. Please see OJP website to view the review sheet that reviewers will be using to score. Reviewer recommendations will be sent for staff review to consider geographic locations, coordination with other federal, state, and local funding and past grantee performance. The Commissioner of Public Safety will make the final funding decisions and award notification will be by mail and email to applicants.

TECHICAL ASSISTANCE

A 'Frequently Asked Questions' page will be available on the grants page of the OJP website.

For questions regarding the application or e-grants online submission process, please call:

Claire Cambridge, Office of Justice Programs, MN Department of Public Safety
Claire.cambridge@state.mn.us or 651-334-7480.

RFP Information Sessions

OJP will offer two online webinars with Questions and Answers sessions. In the webinars staff will walk through the RFP and application requirements and give an overview of the application review process. At

the end of each session, staff will open it up for questions. Questions and answers from all of the webinars will be posted on the Frequently Asked Questions' page on the OJP Website.

RFP Information Webinar Dates:

- January 28, 2020 at 10:00 am – [Registration Required](#) via Zoom
- February 11, 2020 at 2:00 pm - [Registration Required](#) via Zoom

POST AWARD REQUIREMENTS

- **Pre Award Risk Assessment and Financial review.** In accordance with state and federal grant management policies it is required to consider a grant applicant's past performance before awarding subsequent grants to them. State policy requires states to conduct a financial review prior to a grant award made of \$25,000 and higher to a nonprofit organization. The necessary information for these is provided in the financial information form in the application.
- **Grant Contract Process.** After being selected for funding, OJP staff will work with the applicant to negotiate a final budget. The formal grant contract consists of the Grant Agreement, the Terms and Conditions, the Program Guidelines, as well as the application narrative and budget. The Grant Agreement will be initiated, signed by grantee and OJP, and once fully executed it is then a legally binding agreement. Grant agreements not signed within 30 days of receipt may be canceled.
- **Progress Reporting.** Grantees will be required to submit regular narrative reports and data in a prescribed manner. Grantees will also comply with any reporting requirements set forth by the Federal Bureau of Justice Assistance (BJA).
- **Grant Payments.** This is a cost reimbursement grant. Grantees will only be paid for eligible expenses (after the grant contract is fully executed) that are incurred and are consistent with the negotiated budget. Copies of source documentation, such as receipts, will need to be submitted upon request.
- **OJP Grant Manual.** Grantees, grantee subgrants and contracts agree to follow the OJP Grant Manual as part of the application process. The manual is a resource for how our office manages grants and covers topics such as grant administration policies, program modification policies, general accounting requirements, etc. [OJP Grant Manual](#)

RIGHT OF CANCELLATION

The State reserves the right to cancel this solicitation if it is considered to be in its best interest. The State reserves the right to negotiate modifications to the application or to reject any and all applications received as a result of this Request for Proposals. The State does not intend to award a grant contract solely on the basis of any response made to this request, or pay for information solicited or obtained.

APPENDIX A

BJA FY 2020 Coronavirus Emergency Supplemental Funding

5.9

State	Jurisdiction Name	Government Type	Eligible Allocation
MN	ANOKA COUNTY	County	\$58,008
MN	COON RAPIDS CITY	Municipal	\$39,711
MN	BLUE EARTH COUNTY	County	\$58,008
MN	MANAKATO CITY	Municipal	\$38,854
MN	DAKOTA COUNTY	County	\$58,008
MN	BURNSVILLE CITY	Municipal	\$37,877
MN	SOUTH ST PAUL CITY	Municipal	\$37,020
MN	HENNEPIN COUNTY	County	\$58,008
MN	BLOOMINGTON CITY	Municipal	\$56,326
MN	BROOKLYN CENTER CITY	Municipal	\$43,741
MN	BROOKLYN PARK CITY	Municipal	\$108,377
MN	MINNEAPOLIS CITY	Municipal	\$1,665,476
MN	OLMSTED COUNTY	County	\$58,008
MN	ROCHESTER CITY	Municipal	\$81,129
MN	RAMSEY COUNTY	County	\$58,008
MN	MAPLEWOOD CITY	Municipal	\$33,966
MN	ST PAUL CITY	Municipal	\$742,994
MN	ST LOUIS COUNTY	County	\$58,008
MN	DULUTH CITY	Municipal	\$115,217
MN	STEARNS COUNTY	County	\$58,008
MN	ST CLOUD CITY	Municipal	\$97,381
MN	MINNESOTA CHIPPEWA TRIBE	Tribal	\$50,462
MN	WRIGHT COUNTY	COUNTY	\$39,098
	Local total		\$3,651,694

APPENDIX B

Minnesota Office of Justice Programs Coronavirus Emergency Supplemental Funding (CESF) Criminal Justice System COVID-19 Response Grants

Budget Development Guidelines

The goal of the budget is to provide a clear and concise description of the expenses requested to support the activities in your grant application. A successful budget will show what each grant expense is, how much it costs and the calculation used to get that amount.

Use these guidelines along with the [OJP Grant Manual](#) to describe your grant budget in the application in e-grants.

KEY THINGS TO LOOK FOR WHEN REVIEWING YOUR BUDGET:

- ☐ The expense is allowed (Checked the grant manual and the RFP to verify)
- ☐ The staff are in the narrative and work plan
- ☐ The job titles in the budget match the job titles in the narrative
- ☐ Hourly wage amount and % charged to the grant are included
- ☐ The benefits are named in the fringe detail
- ☐ Contractor fees do not exceed \$650/day or \$81.25/hour
- ☐ Allocation calculations are included for expenses not charged 100% to the grant
- ☐ Mileage rate is included
- ☐ Each grant expense is clearly described with name, cost and calculation
- ☐ All expenses inside the description box add up to the award amount
- ☐ Did NOT include, "other" "etc." or "miscellaneous" in a description
- ☐ Indirect amount is used from the appropriate request form (included in e-grants application)

OVERALL BUDGET ITEMS

Allowability: Refer to the RFP for what IS and what is not IS NOT allowable. Specific to the federal COVID-19 funds, capital expenses such as building improvements and prepayments are some of the unallowed expenses.

Allocation Methods: Expenses solely tied to the grant can be charged at 100% to the grant. Charge any other shared expense (rent, maintenance, utilities etc.) by using an allocation method. For examples of the various allocation methods used, see the [OJP Grant Manual page 26](#). If using an allocation method you will upload your organization's allocation method explanation in the Organization's Financial Information form in the application.

Contract and Bidding Requirements – Non-governmental grantees: Any services and/materials using grant funds over \$10,000 require a bidding process. See [the Contract and Billing Documentation](#) for the specific requirements.

BUDGET DETAIL REQUIREMENTS BY BUDGET CATEGORY

PERSONNEL

- List all staff charged to the grant separately in their own line item
- For each staff include their job title, FTE % being charged and hourly rate
- For staff with multiple job duties include the duties and percentages charged
 - For example, Program Director-10% of time on program oversight and 20% on evaluation

Example budget line:

Select the appropriate Program Component for this budget item (the Purpose Area Form needs to be completed first before this can be selected):
 COV-19 Response : HELP ▼

Select the appropriate Budget Category for this budget item:
 Personnel ▼

Provide a short description for this budget item (should be unique to this budget):
 Outreach Worker

Provide a more detailed description for this budget item:
 1 FTE @ \$17/hour x 4 months
 160 hrs/month x 4 = 640
 \$17 X 640 = 10,880
 74 of 1000

Enter the dollar amounts associated with the budget item:

Award
 \$10,880.00

PAYROLL TAXES AND FRINGE

- List the fringe benefits charged to the grant
- Include the specific positions being covered and at what rate
- Taxes and fringe charges are allowed only for staff paid with grant funds
- The amount of taxes and fringe charged to the grant needs to match the amount of the FTE that is charged to the grant
 - For example- The program director has 30% of their time charged to the grant, which means that only 30% of their taxes and fringe is allowed to be charged

Example budget line:

Select the appropriate Program Component for this budget item (the Purpose Area Form needs to be completed first before this can be selected):
 COV-19 Response : HELP ▼

Select the appropriate Budget Category for this budget item:
 Payroll Taxes and Fringe ▼

Provide a short description for this budget item (should be unique to this budget):
 Payroll Taxes and Fringe

Provide a more detailed description for this budget item:
 FICA, Workers Compensation and health insurance for 1 FTE outreach worker, .30 FTE program director, .10 report manager @ estimated 20% of total salaries (\$16,480)= \$3,296
 171 of 1000

Enter the dollar amounts associated with the budget item:

Award
 \$3,296.00

CONTRACT SERVICES

- A contract is required for a service to be considered a contract
- List each contracted service in its own line item and the rates provided for the service
- All contracts of \$5,000 or more require prior OJP approval
- Contractor fees cannot exceed \$650/day or \$81.25/hour

Example budget line:

Select the appropriate Program Component for this budget item (the Purpose Area Form needs to be completed first before this can be selected):
 COV-19 Response : HELP *

Select the appropriate Budget Category for this budget item:
 Contract Services *

Provide a short description for this budget item (should be unique to this budget):
 Technology Consultant *

Provide a more detailed description for this budget item:
 Contract to create technology expansion plan and implementation of plan.
 40 Hours @ \$30/ hour= \$1,200

103 of 1000

Enter the dollar amounts associated with the budget item:

Award
 \$1,200.00 *

TRAVEL

- Include the anticipated mileage amount and rate used for the life of the grant
- If a shared vehicle, such as a van is used for grant activities, then those costs (mileage and maintenance) can either be charged using an allocated rate or by the actual mileage used by grant program (tracked in a travel log), whichever is less.

Example budget line:

Select the appropriate Program Component for this budget item (the Purpose Area Form needs to be completed first before this can be selected):
 COV-19 Response : HELP *

Select the appropriate Budget Category for this budget item:
 Travel *

Provide a short description for this budget item (should be unique to this budget):
 Staff Mileage *

Provide a more detailed description for this budget item:
 2000 miles @ \$.575 = \$1,150

28 of 1000

Enter the dollar amounts associated with the budget item:

Award
 \$1,150.00 *

TRAINING

- Include the cost of each training/s
- Include travel costs related to training/s
- Transportation, hotel and meal per diem are allowed and should be charged in accordance with the State of Minnesota Travel Policy.

Example budget line:

Select the appropriate Program Component for this budget item (the Purpose Area Form needs to be completed first before this can be selected):
*

Select the appropriate Budget Category for this budget item:
*

Provide a short description for this budget item (should be unique to this budget):
*

Provide a more detailed description for this budget item:

126 of 1000

Enter the dollar amounts associated with the budget item:

Award
*

OFFICE EXPENSES

- Include the allocation calculation
- List each expense's estimated costs and the amount charged to the grant
- Expenses only used for grant funded activities can be charged at 100% to the grant
 - For example, the full price of a new computer for a 1 FTE grant staff

Example budget line:

Select the appropriate Program Component for this budget item (the Purpose Area Form needs to be completed first before this can be selected):
*

Select the appropriate Budget Category for this budget item:
*

Provide a short description for this budget item (should be unique to this budget):
*

Provide a more detailed description for this budget item:

207 of 1000

Enter the dollar amounts associated with the budget item:

Award
*

PROGRAM EXPENSES

- List each expense type in their own line item i.e. (food shelf expenses, protective equipment, field trips)
- For each program expense type, include the specific expenses and estimated costs with calculations

Example budget line:

Select the appropriate Program Component for this budget item (the Purpose Area Form needs to be completed first before this can be selected):
 COV-19 Response : HELP ▼
 Select the appropriate Budget Category for this budget item:
 Program Expenses ▼
 Provide a short description for this budget item (should be unique to this budget):
 Individual Care Packs
 Provide a more detailed description for this budget item:
 Backpacks, school supplies, hygiene items and healthy snacks- \$100/client x 90 clients = \$9,000
 95 of 1000
 Enter the dollar amounts associated with the budget item:
 Award
 \$9,000.00

INDIRECT COSTS

- Refer to the [Indirect Costs Overview](#) for more information
- Include either the federally approved indirect rate or the 10% de minimis
- Use the indirect amount from the appropriate request form
 - [Federally Approved Indirect Cost Rate Request form](#)
 - [10% De Minimis Indirect Cost Rate Request Form](#)
- Include a detailed list of expenses that are not normally broke out by program that are included in the indirect costs
- Exclude any expense that is somewhere else in the budget

Example budget line:

Select the appropriate Program Component for this budget item (the Purpose Area Form needs to be completed first before this can be selected):
 COV-19 Response : HELP ▼
 Select the appropriate Budget Category for this budget item:
 Indirect Costs ▼
 Provide a short description for this budget item (should be unique to this budget):
 Indirect- MDTC Rate
 Provide a more detailed description for this budget item:
 Total grant costs- 126,886.00
 Excludes costs= \$99,000 client assistance
 = \$27,886 direct costs x .10= \$2,888.60
 Indirect costs include- HR staff, payroll processing, liability and building insurance and general copier usage.
 230 of 1000
 Enter the dollar amounts associated with the budget item:
 Award
 \$2,888.60

Requested Meeting Date: 03/02/21

(Board meets the 1st and 3rd Tuesday of each month)

Title of Item for Consideration: Consider Rum River 1W1P Draft JPA	
Consent Agenda ☐ Approve/Deny Motion ☐ Information Only ☐ Schedule Public Hearing* <i>*provide sample notice that will run in paper</i>	Regular Agenda – Estimate Time Needed: 20 minutes ☒ Approve/Deny Motion ☐ Discussion Item ☐ Direction Requested ☐ Hold Public Hearing* ☐ Presentation of Information <i>*provide copy of hearing notice that was published</i>
Submitted by: Dilan Christiansen	Department: Environmental Resources
Who will attend the meeting and be able to respond to questions? Give name and title: Dilan Christiansen Environmental Resources Tech, Susan Shaw SWCD District Administrator	
Summary of Issue (include previous Board or Committee actions and/or minutes, as well as applicable dates): On January 1st, 2018, the County Board signed a resolution to support the Rum River Major Watershed One Watershed, One Plan Implementation Framework Project. Over the past three years the project has been progressing and is now nearing completion. It is requested that the board review the Rum River 1W1P Joint Powers Agreement Draft and approve/deny the content. No signature is needed at this time.	
Alternatives/Options/Comments:	
Recommended Action/Motion: Approve the draft of the Rum River 1W1P JPA.	
Financial Impact: Is there a cost associated with this request? ☐ Yes ☒ No What is the total cost, including tax and shipping? \$ _____ Are funds available in the budget? ☐ Yes ☐ No If no, please explain: _____	
Additional Information Attached: ☐ Contract/Agreement Approved by County Attorney's Office: ☐ Yes ☐ No If no, please explain: _____ ☐ Minutes of Relevant Meeting(s) ☒ Background Information (such as price quotes, etc.) Rum River 1W1P Draft JPA	
Board action: (for use by Recording Secretary) ☐ Approved ☐ Denied ☐ Tabled: _____	

**Completion JOINT POWERS AGREEMENT FOR THE IMPLEMENTATION OF THE
RUM RIVER COMPREHENSIVE WATER MANAGEMENT PLAN
Draft of December 22, 2020**

Pursuant to Minnesota Statutes Section 471.59, this Joint Powers Agreement is entered into between the political subdivisions and local governmental units of the State of Minnesota identified as follows:

The Counties of Aitkin, Benton, Crow Wing, Isanti, Kanabec, Mille Lacs, Morrison, and Sherburne each by and through its respective Board of Commissioners (collectively referred to as the Counties);

The Aitkin, Anoka, Benton, Crow Wing, Isanti, Kanabec, Mille Lacs, Morrison, and Sherburne Soil and Water Conservation Districts, each by and through its respective Board of Supervisors (collectively referred to as the SWCDs); and

Lower Rum River and Upper Rum River Watershed Management Organizations.

Together, the above identified Counties, SWCD's, and Watershed Management Organizations collectively formed the Rum River Watershed Implementation Partnership and, for purposes of this Agreement, said political subdivisions and local units of government and those added in accordance with the terms of this Agreement are herein collectively referred to as "Parties" and individually, as "Party."

Recitals

WHEREAS, pursuant to Minnesota Statutes Section 103B.305, subd. 5 and 103B.3363, each of the Parties to this agreement is a local unit of government having the responsibility and authority to separately or cooperatively, by joint agreement pursuant to Minnesota Statute Section 471.59, to prepare, develop, adopt, implement, and administer a comprehensive local water management plan, as a substitute thereof, and carry out implementation actions, programs, and projects toward achievement of goals and objectives of such plans.

WHEREAS, pursuant to Minnesota Statute Sections 103B.101 and 103B.801, the Minnesota Board of Water and Soil Resources (BWSR) is authorized, amongst other things, to coordinate the water and resource planning and implementation activities of counties, SWCDs and watershed management organizations and to administer and oversee the Minnesota Comprehensive Watershed Management Planning Program, known as the One Watershed, One Plan program; and

WHEREAS, each of the Parties exercises water management authority and responsibility within the Rum River Watershed Management Area, a geographical area consisting of those portions of Aitkin, Anoka, Benton, Crow Wing, Isanti, Kanabec, Mille Lacs,

Morrison, and Sherburne counties that drain into the Rum River watershed as depicted on Exhibit A, attached hereto and incorporated herein; and

WHEREAS, the Parties had previously entered into the Rum River Watershed Memorandum of Agreement ("MOA") with the last date of signature being March 28, 2019 to develop the One Watershed, One Plan ("Plan") for the Rum River Watershed. Under the terms of the MOA, the Plan will be completed, be submitted to the Minnesota Board of Soil and Water Conservation ("BWSR") for approval and will then be considered for adoption by the Parties to this Agreement. Those governmental entities that approve the Plan shall be eligible to be a part of this Agreement. The terms of the MOA also require that the structure for administration of the Plan be determined. The MOA will expire coterminous with the One Watershed, One Plan grant from BWSR dated _____. This Agreement shall not be construed as to modify or supplant the terms or provisions of the MOA.; and

WHEREAS, with matters that relate to coordination of water management authorities pursuant to Minnesota Statute Chapters 103B, 103C, and 103D, and with public drainage systems pursuant to Minnesota Statute Chapter 103E, this Agreement does not change the rights or obligations of the public drainage system authorities; and

WHEREAS, this Agreement and the Rum River Comprehensive Watershed Management Plan does not replace or supplant local land use, planning/zoning authority of the respective Parties and the Parties intend that this Agreement shall not be construed in that manner.

TERMS AND CONDITIONS

NOW THEREFORE, pursuant to Minnesota Statutes Section 471.59 and other relevant state law and in consideration of the mutual promise and benefits that the parties shall derive herefrom, all Parties hereby agree:

1. Purpose: This Agreement has the following purpose:
 - a. This Agreement establishes the terms and conditions, governing structure and processes by which the Parties will institute the implementation of the Plan. The Plan provides a framework for consistency and cooperation for those entities who operate within the Rum River Watershed, to allow for the implementation of projects with the watershed that provide the highest return on investment for improving water quality/quantity issues within the watershed and to allow the funding from the Minnesota Board of Water and Soil Resources ("BWSR") to be passed through to the Parties for administration consistent with State statutes and guidelines and the Plan. Consistent with its terms and conditions, this Agreement authorizes the Parties to cooperatively exercise their common and similar power of local water planning and management notwithstanding the territorial limits within which they may otherwise exercise separately and to take action that will

promote the goals listed in Minnesota Statute Section 103B.801 and fulfill responsibilities under Minnesota Statute Chapter 103B;.

- b. This Agreement establishes a joint powers entity (hereinafter, the "Entity"). The name of the Entity is "Rum River 1W1P".
- c. All recitals set forth above are hereby incorporated into this Agreement.

2. Eligibility and Procedure to Become A Party

- a. Qualifying Party: A county, SWCD, watershed district, or watershed management organization located and authorized to carry out water planning and resource management responsibilities within the Rum River Management Area is eligible to become a Party to this Agreement. To become a member, the county, SWCD, watershed district or watershed management organization shall have first adopted the Plan.
- b. Initial Parties: A county, SWCD, watershed district, or watershed management organization may be an Initial Party by qualifying under section 2(a), by adopting the Plan and by its governing board agreeing to become a Party and be bound by the terms of this Agreement within 60 days of State approval of the Plan. Such local unit of government shall also give notice of plan adoption in accordance with provisions of Minnesota Statutes Chapters 103B and 103D. Any qualifying county, SWCD, watershed district, or water management organization that desires to become a Party after expiration of the 60 day period for joining as an Initial Party, will be eligible to become a Party as an Additional Party pursuant to Section 2.c., below.
- c. Adding Additional Parties: A qualifying local unit of government that desires to become a Party to this Agreement at any time later than 60-days following State approval of the Plan, may become a Party upon the adoption of the Plan by the Party's governing board and by submitting to the Entity evidence its governing board agrees to the terms and conditions of this Agreement and to be bound by the same.

Upon receipt of such evidence, the Governing Board shall issue a signature page to the local government unit and instructions to execute and return the same to the Entity along with the name and contact data of the representatives appointed by the local government unit to serve on the Governing Board.

3. Powers and Formation of the Governing Board

- a. Board: A governing board shall be formed to oversee the implementation of the Plan ("Board"). The Board shall consist of one individual selected by

each Party to the Agreement. Each member of the board shall have one vote. The Party shall determine its representative and an alternate to serve in the absence of the representative. Members of the Board are not deemed employees of the Board nor be entitled to any compensation from the Entity.

- b. Board Term and Vacancy: The term of a Board representative shall be for a period of two years with the ability of the Party to appoint a representative to successive terms. If the Party fails to appoint a representative, the incumbent shall serve until such appointment occurs. If a representative resigns or is no longer able to serve, the alternate shall serve until a representative is appointed.
- c. Officers: The Board shall elect from its members a Chair and a Vice Chair at the first meeting of each new calendar year. The duties of the Chair include presiding at all meetings, acting as the administrative leader of the Entity and to carry out such functions as the Board assigns to the Chair. The Vice Chair shall act as the Chair in the Chair's absence. The Board may elect or appoint such other officers as it deems necessary to conduct the affairs of the Entity.
- d. Open Meeting Law: The Board meeting shall comply with the Minnesota Open Meeting law as set forth in Minnesota Statute Chapter 13D.
- e. Operations: The Board shall meet twice a year or more often as deemed necessary by the Board. The Board may adopt bylaws consistent with this Agreement and applicable law and may amend the same on a vote of simple majority. The Board may act if there is a quorum. A quorum is a simple majority of the Board.
- f. Yearly Budget and Yearly plan: The Board shall approve of the yearly budget for the organization and the yearly implementation plan by super majority of 75 % of the quorum.
- g. Fiscal Agent: The Board, with a Party's consent, shall identify a Party to act as fiscal agent. The fiscal agent shall be responsible for: 1) retention of all data collected, created, received, maintained or disseminated for any purpose of the activities undertaken pursuant to this Agreement and retain the same for a minimum of six years after the termination of the Agreement or as required by any funding source, whichever is longer in duration; 2) to ensure a full accounting using generally accepted auditing practices of all financial obligations of the Entity; 3) to allow, as required by Minnesota Statute 16C.05, access and the right to examine, audit, excerpt or transcribe any documents pertinent to the accounting practices and procedures and fiscal transactions relating to this Agreement for the purposes of auditing by any Party, the State Auditor or others as the Board directs; 4) to provide to

the Board reports on the fiscal transactions that have occurred for their approval; and 5) to ensure that any reporting requirement from funding sources is abided by.

- h. Committees: The Board may establish committees for the purposes of implementation of the Plan. At minimum, the Board shall appoint an Implementation Planning Committee. It is the duty of the Implementation Planning Committee to draft a yearly implementation plan consistent with the Plan and a yearly budget for consideration by the Board. The Implementation Planning Committee will solicit from each Party projects that are consistent with the Plan and further the goals of the Plan for consideration of the Implementation Planning Committee as a whole. The Implementation Planning Committee shall have one representative from each Party who is appointed by the Party's governing board and is a staff member from the Party. Each person appointed shall have one vote. The yearly implementation plan shall identify the projects for funding, the timeline for the completion of the project and who is proposed to oversee the project. The yearly project plan shall be evaluated in accord with the goals of Plan, the guidelines set forth in statute and by BWSR. The Implementation Planning Committee may have ex officio members to assist the Committee in its efforts. The ex officio members shall not have a vote on the Committee.
- i. Powers: The Board shall have the following powers:
 - i. The Board may apply for and accept gifts, grants or money, other personal property or assistance that is available through the United States government, the State of Minnesota or any person, association or agency in the furtherance of the goals and objectives of the Plan;
 - ii. The Board may make such agreements or contracts as necessary to implement the terms of the Plan including the contracting for a project coordinator, administrative, legal or expert services. If a coordinator is contracted for, the payment for the coordinator shall be funded by grant funds or gifts;
 - iii. The Board may contract with a Party to implement a Project set forth in the yearly Implementation plan;
 - iv. The Board shall procure insurance coverage and any necessary surety bonds for the Entity with such costs being paid for by the Entity;
 - v. The Board shall direct development of a yearly budget and yearly project plan to be implemented and shall provide notice to all the Parties' governing boards of the proposed budget and yearly plan and seek feedback on the same;

- vi. The Board may adopt bylaws for the operation of the Entity so long as the bylaws are consistent with state law and this Agreement;
- vii. The Board shall pay for services performed consistent with the purpose of the Agreement and the Plan. The Board may develop a process to expedite the payment of invoices provided that all payments shall be subject to ratification by the Board at the next meeting. The Board shall account for disbursement of funds in a manner consistent with generally accepted accounting practices.
- viii. The Board shall hold such incidental powers as are necessary to effectuate this Agreement.
- j. Reservation of Powers: Any powers not specifically enumerated shall be reserved to the Parties. Specifically, and without limitation, the following powers are reserved: the ability to hire staff; the ability to own real property, the ability to own personal property unless such monies are purchased with grant monies or are a gift; the ability to levy, the ability to incur debt or bond.
- k. Funding of Operations: The funding of the Entity and the implementation of the plan shall be limited to grant revenues, gifts, or monies from any person, entity or association. The Parties shall only be responsible for agreed upon contributions of in-kind services and staff time, unless the Party's governing board, in its sole discretion, affirmatively elects to do otherwise.

4. Term and Termination

- a. Effective Date: This Agreement is effective upon signature of all Initial Parties and will remain in effect unless terminated consistent with terms of this Agreement or as otherwise provided under the law.
- b. Termination: This Agreement terminates: 1) by motion or resolution adopted by the governing bodies of all then-existing Parties; 2) by resolution or motion by the Board upon ongoing failure to obtain adequate funding for Plan implementation; 3) by order of a Court of competent jurisdiction; or 4) if only three Parties remain party to this Agreement. The Parties acknowledge their respective and applicable obligations, if any, under MN Statutes Section 471.59, subd. 5 after the agreement has been terminated or the purpose of the Agreement has been completed.
- c. Asset Disbursement: Upon termination, any assets remaining shall be disbursed as follows: 1) assets that have been purchased with pass through funding wherein the agreement requires tracing of the asset and specific disposal requirement shall be disposed of in accord with the funding agreement; 2) remaining assets shall be liquidated and any monies shall

first be applied to any debt or obligation remaining; 3) after satisfaction of any debt or obligation there remains any assets, it shall be divided evenly to the then remaining Parties to the Agreement at the time of termination.

- d. **Withdrawal:** A Party may withdraw from this Agreement by motion or resolution of its governing body of intent to withdraw. Any motion made on or before June 30th shall be effective for the following January 1st. The withdrawal shall not relieve any Party of an obligation in effect for the then existing terms of a grant agreement. Notice shall be done by certified US Mail delivered to the fiscal agent and the then current Board Chair.
- e. **Duties on Withdrawal:** Notwithstanding the Notice to Withdraw, the Party shall continue to discharge its responsibilities under the then current BWSR grant. The withdrawing Party shall not be entitled under this Agreement to any disbursement or property or funds.

5. General Provisions

- a. **Compliance with Laws/Standards:** The Parties agree to abide by all federal, state, and local laws, statutes, ordinances, rules, and regulations now in effect or hereafter adopted pertaining to this Agreement.
- b. **Timeliness:** The Parties agree to perform obligations under this Agreement in a timely manner and inform each other about delays that may occur.
- c. **Applicability:** The Entity shall be considered a separate and distinct public entity to which the Parties have transferred all responsibility and control for actions taken pursuant to this Agreement. The Entity shall comply with all laws and rules that govern a public entity in the State of Minnesota and shall be entitled to the protections of Minnesota Statute Chapter 466.
- d. **Indemnification and Hold Harmless:** The Entity shall fully defend, indemnify, and hold harmless the Parties against all claims, losses, liability, suits, judgments, costs and expenses by reason of the action or inaction of the Governing Board and/or employees and/or the agents of the Entity. This Agreement to indemnify and hold harmless does not constitute a waiver by any participant on limitations on liability provided under Minnesota Statutes, section 466.04 or any other statutes regarding the limitation of liability for political subdivisions of the State of Minnesota.

To the full extent permitted by law, actions by the Parties pursuant to this Agreement are intended to be and shall be construed as a "cooperative activity" and it is the intent of the Parties that they shall be deemed a "single governmental unit" for the purpose of liability, as set forth in Minnesota Statutes, Section 471.59, subd. 1a(a); provided further that for purposes of

the statute, each Party to this Agreement expressly declines responsibility for the acts or omissions of the other Party.

The Parties of this Agreement are not liable for the acts or omissions of the other participants to this Agreement except to the extent to which they have agreed in writing to be responsible for acts or omissions of the other Parties.

- e. Amendments: Any proposed amendments to this Agreement may be initiated by the Board and, if approved by the Board by a supermajority of 75 percent, the Board may send the same to the Parties' governing bodies for consideration. No amendment to this Agreement is effective until all Parties' governing boards have approved the amendment.

6. Miscellaneous

- a. Counterparts: This Agreement may be executed in one or more counterparts, each of which shall be deemed an original and all of which when taken together shall constitute one and the same agreement. Any counterpart signature transmitted by facsimile or by sending a scanned copy by electronic mail or similar electronic transmission shall be deemed an original signature. This executed Agreement including all counterparts shall be filed with each party to this agreement with a notification of the Agreement's effective date.
- b. Savings Clause: In the event any provision of this Agreement is determined by a court of law to be null and void, the remaining provisions of this Agreement shall continue in full force and effect.

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Requested Meeting Date: 03/02/21
(Board meets the 1st and 3rd Tuesday of each month)
Title of Item for Consideration:
Installation of Water Cooler in the North Law Enforcement Facility
Consent Agenda
☐ Approve/Deny Motion ☐ Information Only

☐ Schedule Public Hearing*

**provide sample notice that will run in paper*
Regular Agenda – Estimate Time Needed: 5 minutes

☒ Approve/Deny Motion ☐ Discussion Item

☐ Direction Requested ☐ Hold Public Hearing*

☐ Presentation of Information

**provide copy of hearing notice that was published*
Submitted by:

Karly Fetters - Wellness Coordinator

Department:

ASO

Who will attend the meeting and be able to respond to questions? Give name and title:

Karly Fetters HR Manager

Summary of Issue (include previous Board or Committee actions and/or minutes, as well as applicable dates):

County Administrator Oman and Assistant County Administrator Wilson approved to replace a rented water cooler in the North Law Enforcement Facility with a permanent water filtration system/cooler. The Mille Lacs County Wellness Committee has received a Statewide Health Improvement Program (SHIP) mini-grant for this purchase. The grant will be used to purchase the water purification cooler, a replacement water filter, and the shipping costs associated with these items. The county's required 10% in-kind match will be satisfied with the wages for the time of the Facilities Operations Manager for the installation and labor of this system.

Alternatives/Options/Comments:
Recommended Action/Motion:

Approve delivery and installation of a water purification cooler for the North Law Enforcement facility.

Financial Impact:

 Is there a cost associated with this request? ☒ Yes ☐ No

 What is the total cost, including tax and shipping? \$97.26

 Are funds available in the budget? ☒ Yes ☐ No If no, please explain:

Additional Information Attached:
☐ Contract/Agreement

 Approved by County Attorney's Office: ☐ Yes ☐ No If no, please explain:

☐ Minutes of Relevant Meeting(s)

☒ Background Information (such as price quotes, etc.)

SHIP Mini-Grant Application and Approval

Board action: (for use by Recording Secretary)
☐ Approved ☐ Denied ☐ Tabled:



5.11

02/10/2021

Mille Lacs county North Law Enforcement Facility
6183 State Hwy 27
Wahkon, MN 56386
Attn: Karly Feters and Joni Windhauser

RE: Water Cooler

Thank you for your grant application submission for the Partners in Healthy Living mini-grant. Your project has been approved. Your mini-grant is awarded for the amount of **\$385.78**.

As a reminder, the financial transaction will be on a reimbursement basis only. A cost reimbursement payment is a type of grant payment in which the grantee incurs the expenses before requesting repayment from Partners in Healthy Living. This means the cost must be paid by the grantee before it can be reimbursed.

Attached you will find a final report form and W-9 form that must be submitted along with all supporting documents upon project completion and emailed to partnersinhealthyliving@gmail.com or by mail to Kanabec County Community Health, Attn.: Partners in Healthy Living, 905 Forest Avenue East, Suite 127, Mora, MN 55051.

In Health,

Lori Swanson - Kanabec County Community Health
Hailey Freedlund - Pine County Public Health
Alisha Fussy - Mille Lacs County Community Health
Michelle Pivec - Isanti County Public Health

lori.swanson@co.kanabec.mn.us
hailey.freedlund@co.pine.mn.us
alisha.fussy@millelacs.mn.gov
michelle.pivec@co.isanti.mn.us

Partners in Healthy Living

Isanti, Kanabec, Mille Lacs, Pine

January 2021

Subject: Partners in Healthy Living Funding Opportunity

Partners in Healthy Living, serving Isanti, Kanabec, Mille Lacs and Pine Counties, is pleased to announce mini-grant funding for 2021. Partners in Healthy Living is funded through the Statewide Health Improvement Program as part of the State of Minnesota's Health Care Reform Initiative. Partners in Healthy Living is working with communities, schools, healthcare, and worksites to promote policy, system and environmental changes with a focus to improve nutrition, increase physical activity, and decrease tobacco use and exposure.

Mini-grants shall not exceed \$2,999.99 per partner site. If the initial application does not exceed the \$2999.99 maximum, the applicant is able to submit subsequent applications up to the maximum amount. Grant applications will be accepted on a monthly basis starting February 2021 through August 1, 2021. If awarded, the financial transaction will be on a reimbursement basis only. A cost reimbursement payment is a type of grant payment in which the grantee incurs the expenses before requesting repayment from Partners in Healthy Living. This means the cost must be paid by the grantee before it can be reimbursed.

If approved for funding, grantee will be required to submit a project report and supporting documentation by September 30, 2021. Please submit your application to Partners in Healthy Living at partnersinhealthyliving@gmail.com or via mail to Kanabec County Community Health, c/o: Partners in Healthy Living, 905 Forest Avenue East, Suite 127 Mora, MN 55051.

Sincerely,

Partners in Healthy Living Staff

Lori Swanson - Kanabec County (320) 679-6316

Michelle Pivec - Isanti County (763) 689-8265

Alisha Fussy - Mille Lacs County (320) 983-8299

Hailey Freedlund - Pine County (320) 591-1595



Public Health
Prevent. Promote. Protect.

Partners in Healthy Living Mini-Grant Application Guidelines

Please use the following information to help guide you in completing the Partners in Healthy Living mini-grant application. Each numbered detail below corresponds to the application questions on the following pages. Closely review the allowable and unallowable expense documents.

- 1) Select the appropriate strategy that you are applying for to receive mini-grant funds. If you are unsure of which strategy best describes your project or if your project covers more than one of the listed settings, any of the listed Partners in Healthy Living Staff can help you determine which to choose.
- 2) Briefly describe your project and how it will positively affect health.
- 3) Identify if this project is a policy, systems or environmental change (PSE) and by checking one of the boxes on the application.

DEFINITIONS:

Policy: A policy change can be a law, ordinance, resolution, mandate, regulation, or rule that is either formal or informal which positively affects health. (e.g. passing a policy in a school that does not take away physical activity opportunities as a disciplinary measure.)

Systems: A systems change impacts all elements of an organization or institution which positively affects health. (e.g. implementing an evidence-based program into a clinic or hospital.)

Environment: An environmental change involves a physical or material change to the economic, social, or physical environment which positively affects health. (e.g. implement a healthy snack station in a workplace setting.)

- 4) Briefly describe how your project aims to address PSE.
- 5) In some detail, please describe how you will use the requested funds for your project. In addition, provide a detailed list of expenses including total dollar amount requesting.
- 6) Briefly describe how you plan to make your project sustainable in the future. This may include describing who will be in charge of the project after the funds are depleted, how funds will be allocated in the future to support the project goals, how the project could be used to support other initiatives in your community, or describing other ways you plan to make your project sustainable.
- 7) Select whether you anticipate your project will impact low-income individuals, those aged 60 or older, and minority racial or ethnic groups. In this case, "impact" means whether individuals of these groups will be reached and positively affected by the efforts of your project. Also include your expected number of individuals this project will reach.
- 8) Describe how you will provide the required minimum 10% in-kind contribution. Provide a detailed itemized list that includes the dollar amount. Also include any amount above and beyond the minimum required 10%.

For example: If you are requesting a grant in the amount of \$1,000, you would need to provide the equivalent of a minimum of \$100 towards the project. This can either be contributed in a monetary amount or contributed by having a designated individual overseeing the project whose work amounts to 10% of the requested amount. In this example, if the individual in charge of overseeing the project makes \$10/hour, that individual would need to allocate at least 10 hours of work (not paid out of the requested funds) towards the project to meet the \$100 in-kind (10% of the \$1,000 grant request).

- 9) **Applicant Signature:** The applicant is the individual who is submitting the application. Signature, title and date are required.
- 10) **Authorized Signature:** To ensure administrative knowledge and organizational approval of the intended project, an authorized signature is required. The authorized signature should be an administrative leader in your organization.
- 11) Please provide all payee information, including payee and address. If necessary, include a name in care of (c/o.) If awarded, the financial transaction will be on a reimbursement basis only. A cost reimbursement payment is a type of grant payment in which the Grantee incurs the expenses before requesting repayment from Partners in Healthy Living. This means the cost must be paid by the Grantee before it can be reimbursed. Receipts and a detailed invoice will be required.

A project report and supporting documentation will be required if funded. If this application is approved for funding it is agreed and understood that the project report form is completed and returned to Partners in Healthy Living. Partners in Healthy Living reserve the right not to honor invoices that include unallowable expenses or project reports that are submitted after September 30, 2021. Supporting documents include:

- a. A brief narrative describing the original project and its final outcome.
- b. A list of all expenses, including in-kind (funding from other sources). Please attach all receipts and invoices to the final report form.
- c. A copy of your organizations W9 federal form.
- d. Copies of a written success story with photo that outlines how the funds supported the efforts of your project. Submissions of the success story with photo must be one or more:
 - The local media
 - Newsletter
 - Local social media
 - Or to Partners in Healthy Living
- e. Awarded Grantee also agrees to display recipient sticker cling that will be provided with the reimbursement award.

If you have any questions, contact one of the Partners in Healthy Living Staff. Their contact information can be found on the first page of this application.

Partners in Healthy Living Mini-Grant Application

Applicant Organization/Business Name: Mille Lacs County North Law Enforcement Facility

Address: 6183 State Hwy 27 Wahkon, MN 56386 County: Mille Lacs

Phone: 320-983-8456 E-mail Address: hr@millelacs.mn.gov

Organization/Business Webpage Address (if applicable): https://www.millelacs.mn.gov/

Project Title: North Law Enforcement Facility Water Cooler

Project Start Date: 2/1/21 Project End Date (must be no later than 9/30/21): 9/30/21

1) Select one of the following strategies that you are applying to receive funds for.

Community:

☐ Tobacco-Free Living Point of Sale

☐ Healthy Eating In Communities

☐ Active Living In Communities

☐ Well-Being

Schools:

☐ Schools – Active Living

☐ Schools – Healthy Eating

☐ Schools – Tobacco

☐ Well-Being

Health Care:

☐ Community Evidence Based Program

☐ Clinic-Community Linkages

☐ Well-Being

Workplace Wellness:

☐ Active Living

☒ Healthy Eating

☐ Tobacco-Free Living

☐ Breastfeeding Support

☐ Lifestyle and Stress Management

☐ Well-Being

2) Describe your project and how it will positively affect health.

We wish to install a permanent standing water filtration system/cooler in the North Law Enforcement Facility for Sheriff's Office and (and possibly some Public Works) staff to access and use. This will help increase water intake by the staff and allow them to stay hydrated throughout the day, along with eliminate ongoing expenses associated with the current water cooler (bottled water) setup.

Staying hydrated is beneficial for overall health and can heighten cognitive awareness, improve physical responsiveness, and balance emotional states.

- 3) Identify if this project is a policy, systems or environmental change. Check all that apply.
- ☐ Policy Change ☐ Systems Change ☒ Environmental Change

- 4) Briefly describe how your project aims to address the policy, systems, or environmental change.

By having filtered water more easily available, which can easily be used to refill water bottles due to its setup, staff should reduce their intake of sugary and carbonated beverages. Additionally, having a refilling station will reduce the amount of plastic water bottle waste.

- 5) In some detail, describe how you will use the requested funds for your project. In addition, provide a detailed list of expenses including total dollar amount requesting.

The grant money requested will be used to purchase a BottleLess Direct BDX1-BK Water Purification Cooler and a replacement water filter to use once needed.

BottleLess Direct BDX1-BK Water Purification Cooler	\$322.42
L551 Replacement Water Filter	\$38.87
Shipping	\$24.49
Total	\$385.78

We are requesting \$385.78 for this expense; the estimated freight for shipping/installation for this unit will be paid with county funds.

6) Briefly describe how you plan to make your project sustainable in the future.

The water cooler will be installed and fully sustainable with the county's offer to purchase the replacement filters in the future. The county will also provide any required maintenance that is needed to keep the water cooler functioning and accessible.

7) Will your project impact the following target populations?

Low-income individuals? ☐ Yes ☒ No

Individuals aged 60 or older? ☒ Yes ☐ No

Minority racial or ethnic groups? ☒ Yes ☐ No

How many total individuals do you expect to reach with this project? 20+

8) Describe how you will provide the required minimum 10% in-kind contribution. Provide a detailed itemized list that includes the dollar amount. Also include any amount above and beyond the minimum required 10%.

Installation and labor	\$97.26
Total	\$97.26

\$97.26 to be paid with county funds for in-kind contribution.

- 9) Applicant Signature: Joni Windhauser Title: Jail Administrative Assistant Date: 1-28-2021
- 10) Authorized Signature: [Signature] Title: County Administrator Date: 1/29/2021

Awarded applicants will be issued a check by mail after a detailed invoice including receipts is submitted. Partners in Healthy Living reserves the right not to honor invoices that include unallowable expenses or invoices that are submitted after September 30, 2021. Please indicate who the check should be made payable and mailed to.

- 11) Payee: Mille Lacs County Address: 635 2nd St SE Milaca MN 56353
- Name in care of (c/o): Karly Fetters

County Government Structure

A publication of the Association of Minnesota Counties.

History of County Government

The 87 counties in Minnesota are rapidly changing from a purely quasi-municipal corporation of the state to a general purpose form of government which, for many counties, has necessitated a change in the way the county delivers its services and, consequentially, the structure of the county itself. Counties, in their infancy, were organized to be administrative agencies of the state. In addition to serving as an administrative arm of the state, counties are now providing services to its citizens beyond the original scope of county government.

Traditionally, counties performed state mandated duties which included assessment of property, record keeping (i.e. property and vital statistics), maintenance of rural roads, administration of election and judicial functions, maintaining peace in rural areas, and poor relief. Today, counties are rapidly moving into other areas of government support, including social services, corrections, child protection, library services, hospitals and rest homes, public health services, planning and zoning, economic development, parks and recreation, water quality, and solid waste management. Relief for the poor is generally provided by the federal and state governments through the income maintenance programs.

County Board of Commissioners

County boards are elected by district, serve a four-year term, and are responsible for the operation of the county and the delivery of county services. The number of commissioners on a county board is five. Counties with a population of over 100,000 people may, by board resolution, increase the size of the county board from five to seven members. Six counties—Anoka, Dakota, Hennepin, Olmsted, Ramsey and St. Louis—have boards consisting of seven members.

OPTIONAL FORMS OF COUNTY GOVERNMENT

Minnesota Statutes, Chapter 375A

Allows for the following plans of organization:

- Elected Executive Plan
- County Manager Plan
- At-Large Chair Plan
- County Administrator Plan
- County Auditor-Administrator Plan

Allows for the following organizational options for certain county offices:

- Provides for appointment of county auditor, treasurer, sheriff or recorder by county-wide referendum.
- Provides for the office of county civil counsel by county board action.
- Provides for the consolidation of the county auditor and county treasurer by county board action or county-wide referendum.

Allows for the following miscellaneous plans:

- Provides for the establishment of a county government study commission by county board action or county voter petition.

MINNESOTA COUNTY GOVERNMENT STRUCTURE OVERVIEW

Counties with combined auditor/treasurer position	75
Counties that appoint the county recorder	35
Counties with a county administrator position	64
Counties with a county coordinator position	12
Counties with seven governing board members	6

Source: Association of Minnesota Counties

Election and Appointment of County Officials

During the Jacksonian Era and after, it became the practice of county government to increase the number of elective county offices. Appointed positions were changed into elected ones and new elected offices were developed. This caused the list of elected officials to grow from a few such as the coroner and sheriff, to many, including election of the auditor, recorder, treasurer, surveyor, clerk of court, watershed district directors, judge of probate, assessors and attorney.

Since the mid-1960's, counties and the state have gradually reduced the number of elective county offices. Hennepin and Ramsey counties were the first to be given organizational reform by special legislation. Today, the Legislature has allowed counties to appoint the positions of county auditor, treasurer and recorder, on an individual basis. However, the positions of county sheriff, county attorney and watershed district directors, as well as the governing board, continue to be elective positions. In addition, Dakota, Olmsted and St. Louis counties appoint the position of county recorder. (The county auditor/treasurer continues to be an elective position.)

In 1987, enabling legislation was passed to allow Ramsey County to become a home rule charter county. Ramsey County has established the home rule charter, operates under the guidance of the charter and is the only home rule charter county in Minnesota.

In the early 1970's, clerk of courts (now court administrators), county coroners and county surveyors became appointed positions. In 1973, the Optional Forms of County Government was passed. While this offers several major options for the modernization of county government, most counties have instead made structural changes by seeking special legislation.

To date, 60 counties have moved to combine the position of county auditor and county treasurer into one elected position.

Professional County Management

Over the last 30 years, county boards across the state have recognized the need to expand into professional management for the county, mostly as a result of increasing demands placed on counties for the delivery of services. Three forms of professional management currently exist in Minnesota statute: county administrator, county coordinator and county auditor-administrator.

County Administrator

Under the county administrator plan, the administrator is the head of the county for the management of the county affairs placed in the administrator's charge. If required by the county board, the administrator is the supervisor of all county institutions and agencies, and of non-elected department heads. The administrator also is responsible for the preparation and execution of the county budget, including a long range capital expenditure plan, and serves as the purchasing agent for the county. 64 counties have established the position of county administrator (Ramsey and Dakota Counties use the title of "county manager"). The county administrator serves at the pleasure of the county board.

County Coordinator

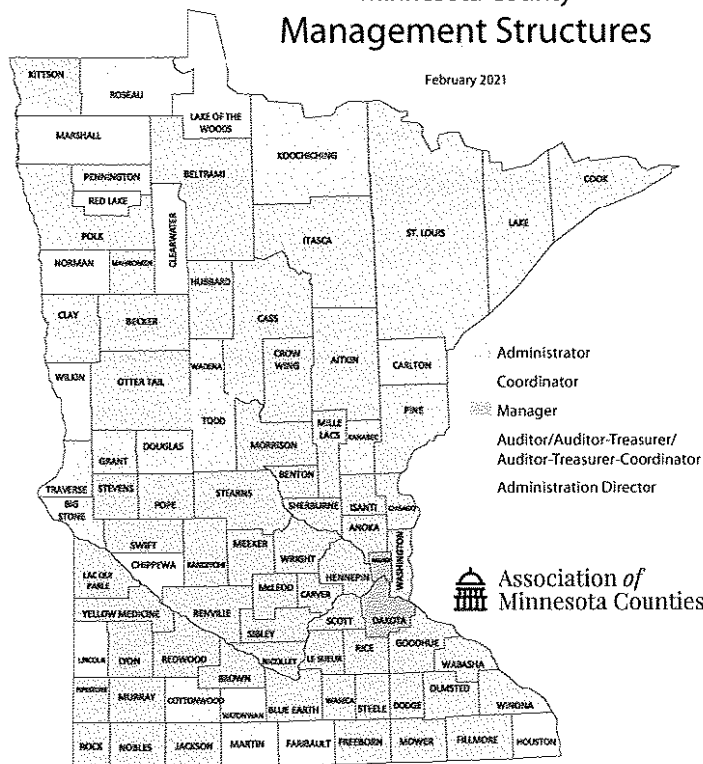
The county coordinator plan is much like the county administrator plan except that the coordinator generally does not have a supervisory role over county department heads, elected or appointed. If required by the county board, the county coordinator must submit an annual budget to the county board and manage all affairs of the county which the county board has assigned to the position. Currently, 12 counties have the position of county coordinator. The county coordinator serves at the pleasure of the county board.

Other County Management

The remaining counties generally assign central administrative tasks to a department head within the county, most often the county auditor or auditor-treasurer. In those counties, no central administrative plan has been adopted; rather the duties of central administration falls to the office which has the most contact with the county board. In the remaining counties, positions like the human resources director or board executive assistants perform a number of overall management functions do not necessarily participate in budget preparation or hold a supervisory role.

Minnesota County Management Structures

February 2021



AMC's Legislative Position

AMC has long held the legislative position that county boards should be granted the necessary flexibility to organize the structure of their county to meet the needs of citizens today in the 21st century. Many counties have found that "doing business as usual" no longer works when citizens are demanding more from government while calling for a freeze on tax increases. AMC also believes that, as technology plays a more visible role in the delivery of county services, the structure of county government must also change. For these reasons, AMC continues to support flexibility for counties in the administration and delivery of services. ■

Sources: Cities, Counties and Towns and State-Local Relations, January 1990, Gary R. Currie, Legislative Analyst.

House Research Information Brief, Revised July 1994, "Optional Forms of County Government," Gary R. Currie, Legislative Analyst.

Updated February 2021



Association of
Minnesota Counties

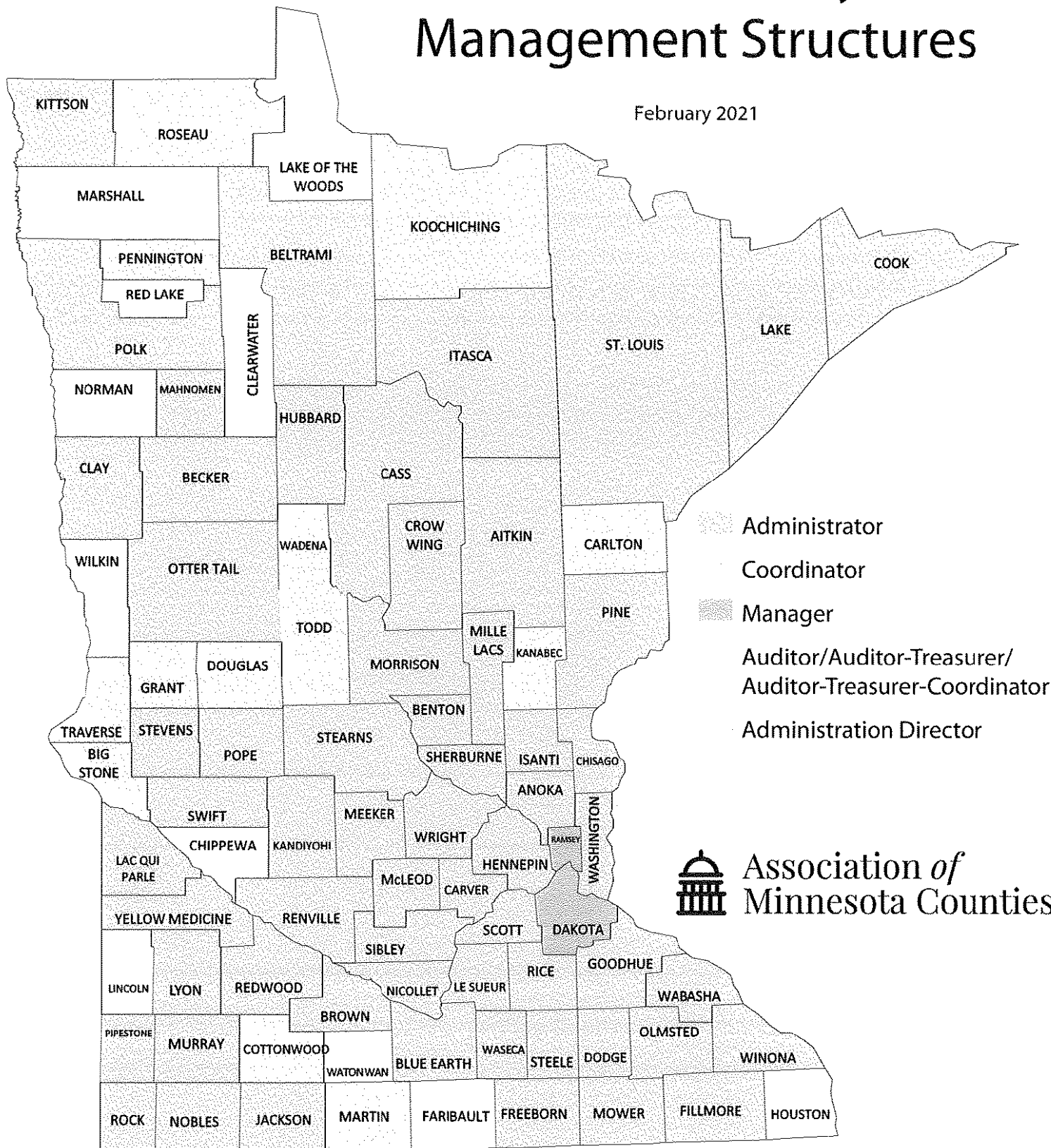
125 Charles Avenue, St. Paul, MN 55103-2108

Main Line: 651-224-6540, Fax: 651-6540

www.mncounties.org

Minnesota County Management Structures

February 2021



 Association of
Minnesota Counties



Association *of* Minnesota Counties

County Board, Administrator, Coordinator Roles and Responsibilities

Mille Lacs County, March 2021

County Structure



Association *of*
Minnesota Counties

- Variety of management structures in counties
- 63 counties have either an Administrator or Manager
- 12 counties have a Coordinator
- 12 counties with an Auditor/Treasurer or other position

Basic Responsibilities of Commissioners



- Attend all required meetings of the Board & assigned committees.
- Accountable to your district and the larger constituency of the county.
- Accurately represent policy to public.
- Gather information before making decisions.
- Be constructive in problem solving.
- Maintain high level of ethical conduct.

Board Authority



- Authority rests at the board level.
- Individual county commissioners do not have independent authority, unless delegated by the full board.



Role of Administrator



Created by MN Statute 375A.06:

- "The administrator shall be the administrative head of the county...responsibilities *shall* include, but are not limited to..."
- Hire, manage, suspend, and remove county personnel
- Execute all orders of the Board and laws of the state required to be enforced through the county board
- Provide for county purchases
- Prepare and submit to the county board a proposed annual budget and long-range capital expenditure plan
- Recommend measures for adoption to the Board
- Keep the Board fully advised as to the financial condition and needs of the county

Role of Coordinator



Created by MN Statute 375.49:

- "The County Board shall prescribe the duties of coordinator... the coordinator *may* be assigned the following duties"
- Execute all orders of the Board and laws of the state required to be enforced through the county board
- Initiate and present to the county board a proposed annual budget for review and consideration
- Serve as clerk of the county board
- Keep the Board fully advised as to the financial condition and needs of the county

Roles & Responsibilities



- County commissioners, county administration, department heads, and staff have vastly different responsibilities.
- The County Board serves primarily in a governance – or legislative – role.
- Administration, department heads and staff serve in an operational and advisory role.

County Board Sets Policy



Plans

- Comprehensive, strategic, capital improvement, parks, farmland preservation, transportation etc.

Policies

- Ordinances, resolutions, policies.

Budgets

- Most important document – determines what services are provided, how funded and the level of funding.

Policy vs. Administration



Association of
Minnesota Counties

Policy (Board) = “What” and “Why”

**Administrative/Operations (Staff) =
“Where” and “When” and “How”**

Example



Association of
Minnesota Counties

Policy (Board)

- “What” – *Should the county establish a bike trail system?*
- “Why” – *Will the trail system benefit county residents?*

Operations (Staff)

- “How” – *How will we build and maintain the system?*
- “When” – *When will we build the system (implementation timeline)?*
- “Where” – *Where will the system be located?*

Effective Administrators & Coordinators Do...



Association of
Minnesota Counties

- **Manage and Lead Others** - Implement the organization's vision and mission into the day-to-day business. Guide, direct and influence others to do the same.
- **Apply Essential Business and Professional Skills** - Manage human, financial and informational resources in a manner that instills public trust; and accomplishes the organization's mission.
- **Build Effective Work Relationships** - Excel at building partnerships and fostering teamwork. Work collaboratively within and across organizational boundaries to achieve common goals.
- **Provide High-Quality Service** - Identify customer expectations and respond appropriately to their needs.
- **Understand County Business** - Develop a broad understanding of overall county functions and the relationship between functions.

Administrators & Coordinators Do Not...



Association of
Minnesota Counties

Help carry agendas for individual commissioners

- They do execute what the majority wants

Win popularity contests

- They do have to make tough and consistent decisions that will upset some staff and citizens

Want more "power"

- Its not about "power", its about everyone carrying out their defined role

Effective Board & Administrator Relationships



Association of
Minnesota Counties

- Open and consistent communication
- Define and respect each others roles and responsibilities
- Fairness – equity in treatment of elected officials
- Maintain confidentiality



Association of
Minnesota Counties

Questions?



The Office of
Minnesota Attorney General Keith Ellison
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February 25, 2021

Chairperson Dave Oslin
 Mille Lacs County Board
 635 2nd Street SE
 Milaca, MN 56353

**Re: Mille Lacs Reservation Boundary and Minnesota Department of
 Transportation Road Signs**

Dear Chairperson Oslin:

Thank you for your February 8 letter. I am always willing and available to discuss the work of this office with Minnesotans.

Your letter expresses specific concern that a federal legal opinion was withheld from the county, as well as with the recent road signs placed around the boundary of the Mille Lacs Reservation. I do not have knowledge about either of those specific concerns, as my office was not involved. I am aware, however, that Minnesota Department of Transportation Commissioner Margaret Anderson Kelliher responded to your concerns regarding the road signs in a letter dated February 10.

I can speak to the general concern that you express regarding the joint position of the federal and state government regarding the boundaries of the Mille Lacs Reservation. I understand the clarification of the State's position on the Mille Lacs Reservation boundary may be unsettling to some residents of Mille Lacs County. The law is clear, though, that the boundaries of the Mille Lacs Reservation have never been diminished or reduced and cannot be diminished except through action by the United States Congress. The U.S. Supreme Court recently confirmed that understanding with its decision in *McGirt v. Oklahoma*, 140 S.Ct. 2452 (2020). In *McGirt* the Supreme Court reiterated that only Congress can modify or reduce the size of a reservation, and the primary way to determine whether Congress intended to do so is to look at the language used in treaties and federal laws. No congressional action—in the form of a treaty, law, or anything else—clearly diminishes the Mille Lacs Reservation boundaries. That recent ruling drives home the fact that the Mille Lacs Reservation boundaries remain those in the 1855 treaty.

While I realize that to some, this will feel like a big change, no one in Minnesota will be harmed by adhering to the law. As you likely know, there was already significant cooperation

between the Band and the State, and that cooperation will continue. I expect there will be very little practical change in people's daily lives. And, if there are hiccups that arise, I trust you and the County Attorney will keep me and others informed so that we can help you work through them.

Your letter asked me to participate in a town hall forum with residents of Mille Lacs County, so that I can hear any concerns they have directly. I am happy to do that. (Because the appeal of the Mille Lacs County Attorney and County Sheriff's request for indemnification from the State, *Walsh v. State of Minnesota*, No. A20-1083 (Minn. Ct. App.), is still pending, though, I will not respond to comments about that issue.)

Please work with Keon Dousti of my office to schedule the town hall. Mr. Dousti may be reached at 651-757-1311 or keon.dousti@ag.state.mn.us.

Sincerely,

A handwritten signature in black ink, reading "Keith Ellison". The signature is written in a cursive, flowing style.

KEITH ELLISON
Attorney General



THE **RESILIENCE** CHALLENGE

A MARCH WELLNESS CHALLENGE
TO INCREASE **MINDFULNESS.**

**DOWNLOAD
THE APP
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THE RESILIENCE CHALLENGE

HOW TO GET STARTED

The Resilience Challenge is a workplace initiative designed to help teams build daily habits and develop skills that will help them grow through adversity and emerge stronger. Download the Wise@Work app to start practicing mindfulness and learn about techniques to decrease stress in the workplace.

WHY JOIN THE CHALLENGE?

Stress levels in the workplace have long been on the rise. With the added strain of the COVID-19 pandemic, employees are at an even greater risk for burnout, which can lead to spikes in healthcare costs, time off, and turnover. Thankfully, mindfulness training has been shown to greatly reduce stress and its resulting effects when practiced in the workplace.

HOW TO JOIN

1. Download the Wise@Work App from the App Store or Google Play.
2. Create an account using your work email.
3. Watch for a pop-up on your app to officially join the Challenge.

The challenge begins March 1st, but feel free to explore the Wise@Work App in the meantime!