

WORK SESSION (COUNTY BOARD ROOM):

COUNTY ADMINISTRATORS REPORT

REVIEW 2023 NEXUS PER DIEM REQUEST

CALL MEETING TO ORDER

The meeting was called to order at 9:10 a.m. with the following commissioners present: Commissioners Wilhelm, Oslin, Reynolds, Tellinghuisen, and Peterson.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

APPROVE THE AGENDA (ADDITIONS AND DELETIONS)

There were no additions or deletions to the agenda. A motion was made by Commissioner Oslin, seconded by Commissioner Tellinghuisen and unanimously carried to approve the agenda as presented.

CONSENT AGENDA

Commissioner Wilhelm requested to remove item 4.6: Consider Economic Development Manager Position Description from the Consent Agenda. Commissioner Oslin requested to remove item 4.10: Informational: County Attorney's Office Counseling Services from the Consent Agenda. A motion was made by Commissioner Wilhelm, seconded by Commissioner Peterson, and unanimously carried to approve the Consent Agenda as amended.

CONSIDER LIGHTHOUSE CHILD & FAMILY SERVICES CY2023 CONTRACT

CONSIDER APPROVAL AND EXECUTION OF THE 2023-2027 MEDICAL CONSULTANT CONTRACT

CONSIDER LAKEVIEW PSYCHOLOGICAL CY2023 CONTRACT

CONSIDER PAYMENT TO COUNSEL FOR LEGAL SERVICES

CONSIDER BUDGET POLICY

CONSIDER ECONOMIC DEVELOPMENT POSITION DESCRIPTION

A motion was made by Commissioner Wilhelm, seconded by Commissioner Oslin, and unanimously carried to approve the position description with essential function #4 revised to include the essential function currently removed to "Plan, coordinate, and facilitate developmental opportunities between cities, businesses, and the County."

CONSIDER 2023 TRIMIN SYSTEMS PURCHASE OF SERVICE AGREEMENT

REVIEW OF CVS WARRANTS

CONSIDER AUTHORIZATION TO EXECUTE THE SALE OF PROPERTY PID 09-969-760

INFORMATIONAL: COUNTY ATTORNEY'S OFFICE COUNSELING SERVICES

Commissioner Oslin and Assistant County Attorney III Timothy Kilgriff discussed staff turnover and burnout in the County Attorney's Office.

REGULAR AGENDA

HOLD PUBLIC HEARING ON THE 2023 CAPITAL IMPROVEMENT PLAN & FEE SCHEDULE

County Administrator Dillon Hayes reviewed the agenda item, noting the staff recommendation that the revised Fee Schedule have an effective date of January 1, 2023. A motion was made by Commissioner Wilhelm, seconded by Commissioner Oslin and unanimously carried to open the public hearing at 9:15 a.m. There were no comments from the public. A motion was made by Commissioner Oslin, seconded by Commissioner Wilhelm and unanimously carried to close the public hearing at 9:15 a.m. A motion was made by Commissioner Wilhelm, seconded by Commissioner Oslin and carried by the following commissioners to adopt the revised fee schedule: Commissioners Wilhelm, Reynolds, Tellinghuisen, and Peterson. Commissioner Oslin opposed.

EAST CENTRAL REGIONAL LIBRARY REPORT

Executive Director of East Central Regional Library Carla Lydon presented information regarding East Central Regional Library. Discussion took place regarding current library locations and hours.

LAND SERVICES OFFICE

CONSIDER RESOLUTION 11-015-22-01: 2022 AIS PREVENTION AID

Zoning Administrator Keenan Hayes reviewed the agenda item. A motion was made by Commissioner Wilhelm, seconded by Commissioner Peterson, and unanimously carried to adopt Resolution 11-15-22-01: 2022 AIS Prevention Aid.

Board of County Commissioners
Mille Lacs County, Minnesota
Resolution No.: 11-15-22-01

A RESOLUTION REGARDING AQUATIC INVASIVE SPECIES PREVENTION AID

WHEREAS, 2014 Session Law Chapter 308 enacted by the Legislature and subsequently reauthorized, provides Minnesota counties a County Program Aid for Aquatic Invasive Species (AIS) prevention. The amount designated for each county is based on the number of watercraft trailer launches as well as the number of watercraft trailer parking spaces within each County. Mille Lacs County was allocated \$94,184 for 2022; and

WHEREAS, the legislation requires that Mille Lacs County must establish, by resolution or through adoption of a plan, guidelines for the use of the proceeds which are to prevent the introduction or limit the spread of AIS at all access sites within the county; and

WHEREAS, the County may appropriate the proceeds directly or may use any portion of the proceeds to provide funding for a joint powers board or cooperative agreement with another political subdivision, a soil and water conservation district in the county, a watershed district in the county, or a lake association located in the county. Any money appropriated by the County to a different entity or political subdivision must be used as required under this section; and

WHEREAS, the County must submit a copy of its guidelines for the use of the proceeds to the Department of Natural Resources by December 31 of the year the payments are received.

NOW, THEREFORE, BE IT RESOLVED by the Mille Lacs County Board of Commissioners, that the 2022 budget listed in the table below is hereby adopted.

Salaries & Wages	\$61,670
Co Share Health Insurance	\$10,213
Co Share Dental Insurance	\$388
Co Share Life Insurance	\$18
Pera-Co Share	\$4,625
Fica-Co Share	\$3,824
Medicare-Co Share	\$894
Phone	\$700
Professional Services	\$15,000
Office Supplies	\$800
Total Expenditures	\$98,132

CONSIDER GOVOS SHORT-TERM RENTAL LICENSE SOFTWARE

Zoning Administrator Keenan Hayes reviewed the agenda item. Discussion took place regarding the benefits of the software and tracking these benefits. A motion was made by Commissioner Oslin, seconded by Commissioner Wilhelm and unanimously carried by the following commissioners to approve the GovOS Short-Term Rental License Software: Commissioners Wilhelm, Oslin, Reynolds, and Tellinghuisen. Commissioner Peterson opposed.

CONSIDER APPROVAL OF THE SNAKE RIVER WATERSHED PLAN

Zoning Administrator Keenan Hayes reviewed the agenda item. A motion was made by Commissioner Oslin, seconded by Commissioner Wilhelm and carried by the following commissioners to approve the Snake River Watershed Plan for submittal to the Board of Water and Soil Resources: Commissioners Oslin, Wilhelm, and Reynolds. Discussion took place regarding public comment period and funding details of the plan. Commissioners Peterson and Tellinghuisen opposed. Motion carried.

CONSIDER PLANNING COMMISSION RECOMMENDATIONS

Zoning Administrator Keenan Hayes reviewed the planning commission recommendations from the November 14, 2022 Planning Commission meeting.

A motion was made by Commissioner Peterson, seconded by Commissioner Tellinghuisen, and unanimously carried to approve the Planning Commission recommendation for Consideration of a Request for a Conditional Use Permit for a Religious Institution on Parcels 02-030-1401/02-030-1402 including the condition of downcast lighting requirement and rejecting the requirement to connect to municipal septic within 10 years.

A motion was made by Commissioner Oslin, seconded by Commissioner Wilhelm, and unanimously carried to approve the Planning Commission recommendation for Consideration of a request for a Conditional Use Permit for Commercial Recreation on parcels 05-027- 0101/010/0103 with the requirement revising condition #1 "Any activities generating a nuisance-level noise must cease at 11:00pm" from 11:00pm to 10:00pm, and adding the condition of "annually" to condition #1: "Five (5) events may be held annually for up to four (4) days at a time."

A motion was made by Commissioner Wilhelm, seconded by Commissioner Oslin, and unanimously carried to approve the Planning Commission recommendation for Consideration of a request to amend an existing Conditional Use Order for a Religious Institution on parcel 09-121-010, ORDINANCE NO.: LSO 2022-09, ORDINANCE NO.: LSO 2022-10, and ORDINANCE NO.: LSO 2022-11. A motion was made by Commissioner Wilhelm, seconded by Commissioner Peterson, and unanimously carried to table ORDINANCE NO.: LSO 2022-12 for discussion at December 20, 2022 Board meeting work session with direction to staff to research surrounding counties' comparable requirements.

CONSIDER RESOLUTION 11-15-22-02: APPROVE THE REPURCHASE OF TAX-FORFEITED PROPERTY

Deputy Auditor-Treasurer I Nancy Eibes reviewed the agenda item. A motion was made by Commissioner Wilhelm, seconded by Commissioner Peterson, and unanimously carried to adopt Resolution 11-15-22-02: Approve the Repurchase of Tax-Forfeited Property.

Board of County Commissioners
Mille Lacs County, Minnesota
Resolution No.: 11-15-22-02

A RESOLUTION FOR THE REPURCHASE OF TAX-FORFEITED LAND

WHEREAS, on September 21, 2022, Parcel 09-335-0160, described as Lot 16 Block 1 Greenview Townhomes Common Interest Community #s 29 & 30, forfeited for non-payment of taxes; and WHEREAS, the parcel is located in Kathio Township and is/was the homestead of the applicant, with

an estimated value of \$162,500; and

WHEREAS, the previous owner, Sherrie Lindner, has submitted an application to repurchase said parcel, along with payment in full for the total of all delinquent taxes, penalty, interest, and costs; and WHEREAS, Minnesota Statute 282.241 allows the board of county commissioners to approve the repurchase of tax-forfeited property only after adoption of a resolution determining that, by allowing the repurchase, undue hardship or injustice resulting from the forfeiture will be corrected, or that permitting the repurchase will promote use of the lands that will best serve the public interest.

NOW, THEREFORE, BE IT RESOLVED by the Mille Lacs County Board of Commissioners, that the repurchase of Parcel 09-335-0160 will best serve the public interest by returning the property to the tax rolls, and that the application to repurchase Parcel 09-335-0160 is hereby approved.

COUNTY ATTORNEY'S OFFICE

CONSIDER MILLE LACS COUNTY ATTORNEY FITNESS ROOM UPGRADE

Assistant County Attorney III Timothy Kilgriff reviewed the agenda item. A motion was made by Commissioner Tellinghuisen, seconded by Commissioner Wilhelm and unanimously carried to approve the Mille Lacs County Attorney Fitness Room Upgrade.

CONSIDER COUNTY ATTORNEY'S OFFICE VIDEO STORAGE SOLUTION

Assistant County Attorney III Timothy Kilgriff reviewed the agenda item. A motion was made by Commissioner Wilhelm, seconded by Commissioner Peterson, and unanimously carried to approve the request to utilize PbK as the County Attorney's Office video storage solution for 2023, to be reviewed in one year for continuation in 2024 beyond.

CONSIDER PROSECUTOR BY KARPEL ELECTRONIC CASE MANAGEMENT INTEGRATION

Assistant County Attorney III Timothy Kilgriff reviewed the agenda item. A motion was made by Commissioner Wilhelm, seconded by Commissioner Oslin, and unanimously carried to approve \$9,500 expense added to the 2023 budget for the PbK Electronic Case Management integration.

PUBLIC WORKS

CONSIDER RESOLUTION 11-15-22-03: FINAL PAYMENT AND ACCEPTANCE OF CSAH 1 SLOPE REPAIR

Construction Services Manager Steven Lembke reviewed the agenda item. A motion was made by Commissioner Oslin, seconded by Commissioner Tellinghuisen and unanimously carried to adopt Resolution 11-15-22-03: Final Payment and Acceptance of CSAH 1 Slope Repair.

Board of County Commissioners

Mille Lacs County, Minnesota

Resolution No.: 11-15-22-03

ACCEPTANCE OF 048-601-034 CSAH 1 SLOPE REPAIR

WHEREAS, project SAP 048-601-034, Contract No 13206, CSAH 1 Slope Repair Project by Veit &

Company Inc., 14000 Veit Place, Rogers, MN 55374; located on CSAH 1 along the Rum River; has been completed; and

WHEREAS, the original contract cost was \$240,342.45 and the final contract cost is \$290,943.28; and WHEREAS, the County Board has been fully advised.

NOW, THEREFORE, BE IT RESOLVED by the Mille Lacs County Board of Commissioners, that the aforementioned project is hereby accepted, and final payment is authorized.

CONSIDER RESOLUTION 11-15-22-04: 2023 DRAINAGE SYSTEM ASSESSMENTS

Public Works Director Kevin Schultz reviewed the agenda item. A motion was made by Commissioner Wilhelm, seconded by Commissioner Oslin, and unanimously carried to adopt Resolution 11-15-22-04: 2023 Drainage System Assessments.

STATE OF MINNESOTA

MILLE LACS COUNTY BOARD OF COMMISSIONERS

DRAINAGE AUTHORITY FOR PUBLIC DRAINAGE SYSTEMS UNDER ITS JURISDICTION

The Matter of 2023 Drainage System
Assessments

**RESOLUTION OF THE BOARD REGARDING
DRAINAGE SYSTEM ASSESSMENTS,
INSTALLMENT SCHEDULES, INTEREST
RATES AND MAINTENANCE FUNDS
(ASSESSMENT ORDER)**

At the regular meeting of the Board of Commissioners on November 15, 2022 the Board was presented with information regarding drainage system costs and assessments necessary to pay drainage system costs and establish drainage system maintenance funds. Based on the information provided, Commissioner Wilhelm moved adoption of the following:

Resolution No.: 11-15-22-04

WHEREAS, section 103E.725 provides, all fees and costs incurred relating to a drainage system, including repairs, inspections, engineering, viewing, and publications, are costs of the drainage system and must be assessed against the property and entities benefitted; and

WHEREAS, some drainage system accounts for systems administered by the Board carry negative balances and others will benefit from establishment of a maintenance fund. The negative-balance system accounts have benefited from inter-fund loans from the general fund of the County or from other drainage system funds. If the Board transfers money from another account or fund to a drainage system account, the money, plus interest, must be reimbursed from the proceeds of the drainage system that received the transfer; and

WHEREAS, if there is not enough money in the drainage system account to pay drainage system costs, the Board must assess the costs on all property and entities that have been assessed benefits for the drainage system. If the assessments are not more than 50 percent of the original cost of the drainage system, the installments may not exceed ten. If the assessments are greater than 50 percent of the original cost of the drainage system, the Board may order the assessments to be paid in 15 or less installments; and

WHEREAS, if assessments are to be paid in installments, the Board may set an interest rate not to exceed seven percent (7%) per year to be collected with each installment; and

WHEREAS, section 103E.735 allows the creation of a repair fund for each drainage system. The repair fund is intended to create a positive balance in a drainage system account to pay routine costs of inspection and minor maintenance and eliminate the need for inter-fund loans to drainage system accounts; and

WHEREAS, to create a repair fund, the drainage authority may apportion and assess an amount against all property and entities assessed for benefits. The fund may not exceed 20 percent of the assessed benefits of the drainage system or \$100,000, whichever is greater. Assessments may be made payable, by order, in equal annual installments; and

WHEREAS, County staff has investigated the current drainage system funds and made a recommendation for assessments, installment schedules, interest rates, and maintenance funds.

THEREFORE, the Board of Commissioners of Mille Lacs County, Drainage Authority for the ditches listed below, adopts the following drainage system assessments, installment schedules, interest rates, and maintenance funds and directs certification thereof to the County Auditor for collection:

Mille Lacs County Ditch # 1:

Total to be assessed:	\$0
Annual Installments:	0
Interest rate on installments:	0.0%

Mille Lacs County Ditch # 2:

Total to be assessed:	\$0
Annual Installments:	0
Interest rate on installments:	0.0%

Mille Lacs County Ditch # 3:

Total to be assessed:	\$0
Annual Installments:	0
Interest rate on installments:	0.0%

Mille Lacs County Ditch # 4:

Total to be assessed:	\$0
Annual Installments:	0
Interest rate on installments:	0.0%

Mille Lacs County Ditch # 5:

Total to be assessed:	\$1,000.00
Annual Installments:	1
Interest rate on installments:	0.0%

Mille Lacs County Ditch # 6:

Total to be assessed:	\$1,000.00
Annual Installments:	1
Interest rate on installments:	0.0%

Mille Lacs County Ditch # 7:

Total to be assessed:	\$1,000.00
Annual Installments:	1
Interest rate on installments:	0.0%

Mille Lacs County Ditch # 11:

Total to be assessed:	\$1,000.00
Annual Installments:	1
Interest rate on installments:	0.0%

Mille Lacs County Ditch # 14:

Total to be assessed:	\$15,000.00
Annual Installments:	1
Interest rate on installments:	0.0%

This resolution shall serve as the Board's assessment order as required by Statutes Chapter 103E.

CONSIDER AUTHORIZING PURCHASE OF TELEHANDLER & ASSOCIATED EQUIPMENT

Public Works Director Kevin Schultz reviewed the agenda item. A motion was made by Commissioner Peterson, seconded by Commissioner Wilhelm, and unanimously carried to approve authorizing the purchase of TL642 Telehandler and associated accessories from Ziegler Cat using \$155,464.76 from 2022 CIP/Budget and \$11,919.00 from 2023 CIP/Budget.

ADMINISTRATIVE SERVICES OFFICE

CONSIDER BIDS FOR SOUTH MAINTENANCE FACILITY REMODEL

County Administrator Dillon Hayes reviewed the agenda item. A motion was made by Commissioner Wilhelm, seconded by Commissioner Oslin, and unanimously carried to accept the proposal submission from Legacy Builders for the fabric structure in the amount of \$270,046.45, and reject and re-bid all other items associated with the bid letting.

CONSIDER PROPOSALS FOR FINANCIAL SERVICES

County Administrator Dillon Hayes reviewed the agenda item. A motion was made by Commissioner Tellinghuisen, seconded by Commissioner Peterson, and unanimously carried to authorize staff to proceed with the proposal from SE Hemmerich Tax and Accounting Services, CPA, LLC and execute related documents.

CONSIDER PROPOSALS FOR PROFESSIONAL SERVICES

County Administrator Dillon Hayes reviewed the agenda item with input from Technology Services Manager Michael Virnig. A motion was made by Commissioner Peterson, seconded by Commissioner Wilhelm, and unanimously carried to authorize staff to proceed with the proposal and execute the associated agreement with Intertech, Inc.

CONSIDER CLOSED MEETING TO DISCUSS LITIGATION

A motion was made by Commissioner Oslin, seconded by Commissioner Wilhelm, and unanimously carried to close the meeting at 11:17 a.m. pursuant to Minnesota Statutes Section 13D.05 Subdivision 3 (b) to discuss ongoing litigation with the Mille Lacs Band of Ojibwe as permitted by attorney-client privilege. A motion was made by Commissioner Peterson, seconded by Commissioner Tellinghuisen, and unanimously carried to re-open the meeting at 12:40 p.m.

CONSIDER CLOSED MEETING TO EVALUATE PERFORMANCE OF THE COUNTY ADMINISTRATOR

A motion was made by Commissioner Oslin, seconded by Commissioner Wilhelm, and unanimously carried to close the meeting to evaluate the performance of the County Administrator pursuant to Minnesota Statutes 13D.05 Subd. 3 (a). at 12:48 p.m. A motion was made by Commissioner Oslin, seconded by Commissioner Wilhelm, and unanimously carried to re-open the meeting at 1:19 p.m. Commissioner Reynolds summarized the findings of the evaluation.

COMMITTEE REPORTS

Commissioner Tellinghuisen discussed the Board's annual fees related to MRC meetings.

ADJOURN

A motion was made by Commissioner Wilhelm, seconded by Commissioner Oslin, and unanimously carried to adjourn the meeting at 1:25 p.m.

WORK SESSION (COUNTY BOARD ROOM):

DISCUSS MN RULE 2911 PROPOSED LANGUAGE CHANGES AND HOW THEY AFFECT THE JAIL

REVIEW 2023 BUDGET

ATTEST:

Dillon Hayes
County Administrator

Genny Reynolds
County Board Chairperson