

WORK SESSION (COUNTY BOARD ROOM):

COUNTY ADMINISTRATOR'S REPORT

REVIEW 2025 BUDGET

REVIEW TNT PRESENTATION

CALL MEETING TO ORDER

The meeting was called to order at 9:00 a.m. with the following commissioners present: Commissioners Whitcomb, Oslin, Peterson, Tellinghuisen, and Reynolds.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

APPROVE THE AGENDA (ADDITIONS AND DELETIONS)

A motion was made by Commissioner Whitcomb, seconded by Commissioner Tellinghuisen, and unanimously carried to approve the agenda as presented.

CONSENT AGENDA

A motion was made by Commissioner Reynolds, seconded by Commissioner Oslin, and unanimously carried to approve the Consent Agenda as presented.

CONSIDER NOVEMBER 19, 2024 COUNTY BOARD MEETING MINUTES

REVIEW OF CVS WARRANTS

CONSIDER MORTGAGE SATISFACTION FOR HUNTER WINFIELDS INC

CONSIDER ACCEPTANCE OF SAFE & SECURE GRANT AWARD

CONSIDER REVISED LOCAL OPTION SALES TAX AGREEMENT WITH MN DEPARTMENT OF REVENUE

REVIEW OF ADMINISTRATOR WARRANTS

CONSIDER OPIOID AGREEMENT CONTRACTS

CONSIDER COMMISSIONERS MILEAGE AND PER DIEMS - SEPTEMBER 2024

CONSIDER COMMISSIONERS MILEAGE AND PER DIEMS - OCTOBER 2024

CONSIDER COMMISSIONERS MILEAGE AND PER DIEMS - NOVEMBER 2024

CONSIDER NEW PATHWAYS CONTRACT

CONSIDER TRICAP TRANSPORTATION CONTRACT

CONSIDER RESOLUTION 12-03-24-01: GAMBLING PERMIT FOR RUM RIVER LONGBEARDS

**Board of County Commissioners
Mille Lacs County, Minnesota
Resolution No.: 12-03-24-01**

AUTHORIZING CHARITABLE GAMBLING

BE IT RESOLVED THAT that the Mille Lacs County Board of Commissioners does hereby approve granting an Exempt Permit for Rum River Longbeards to hold a Raffle at Northern Lights Ballroom, in Milo Township on the 8th day of March 2025.

REGULAR AGENDA

REVIEW NOVEMBER 2024 NEW HIRES AND LEAVES

Employee Relations Specialist Krystal Kapler reviewed the agenda item. There were no new hires in attendance at the meeting to introduce to the County Board.

PUBLIC HEARING FOR CANNABIS BUSINESS LICENSING ORDINANCE

Land Services Director Doug Hansen reviewed the agenda item. A motion was made by Commissioner Whitcomb, seconded by Commissioner Reynolds, and unanimously carried to open the public hearing at 9:02 a.m. Board Chair Peterson called for public input.

Troy Shafer, the coordinator for the CDC Drug Free Communities grant in Onamia, provided input during the public hearing. Mr. Shafer stated the availability of marijuana legalization has been the biggest challenge of his career and that he is here to advocate for the youth around Mille Lacs Lake. Mr. Shafer encouraged the Board to "choose their community members over tax revenue." He also encouraged the County Board to choose the 3 facilities rather than providing an open market.

Land Services Director Hansen clarified the ordinance would be limited to the three retailers, thereby doing the minimum that the state is requiring the County to do.

Board Chair Peterson called for public input two more times.

CHS Administrator Kris Klopp asked if any cities under Mille Lacs County jurisdiction chose to do their own ordinances. Land Services Director Hansen clarified the City of Princeton will fall under the Mille Lacs County ordinance, the County has not heard back from the cities of Wahkon, Pease, Foreston, and Bock, and resolutions have been received for all other cities within Mille Lacs County.

A motion was made by Commissioner Whitcomb, seconded by Commissioner Oslin, and unanimously carried to close the public hearing at 9:10 a.m.

PUBLIC WORKS

CONSIDER 2025-2027 BRIDGE INSPECTION PROPOSAL

County Administrator Dillon Hayes reviewed the agenda item. Interim County Engineer Justin Bergerson clarified that this service is necessary as Mille Lacs County does not have on-site leaders to complete these inspections, which is a required certification from the State of Minnesota, and that this proposal satisfies that requirement.

A motion was made by Commissioner Whitcomb, seconded by Commissioner Reynolds, and unanimously carried to accept the proposal from Erickson Engineering in the amount of \$91,010.00 and authorize execution thereof.

CONSIDER COUNTY DITCH 14 INSPECTION REPORT & REPAIRS

Highway Maintenance Superintendent Ryan Newland reviewed the agenda item with input from County Administrator Hayes. Discussion took place regarding necessary repairs, future anticipated repairs, landowner notifications, and ditch inspection processes.

A motion was made by Commissioner Oslin, seconded by Commissioner Whitcomb, and unanimously carried to approve the inspection report and authorize Public Works staff to complete the repair identified therein.

CONSIDER RESOLUTION 12-03-24-02: 2025 COUNTY DITCH ASSESSMENTS

County Administrator Hayes reviewed the agenda item. A motion was made by Commissioner Whitcomb, seconded by Commissioner Reynolds, and unanimously carried to adopt Resolution 12-03-24-02: 2025 County Ditch Assessments.

Resolution No. 12-03-24-02: STATE OF MINNESOTA

MILLE LACS COUNTY BOARD OF COMMISSIONERS

DRAINAGE AUTHORITY FOR PUBLIC DRAINAGE SYSTEMS UNDER ITS JURISDICTION

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:	\$500
Annual Installments:	0
Interest rate on installments:	0.0%

Mille Lacs County Ditch # 2:

Total to be assessed:	\$4,000
Annual Installments:	0
Interest rate on installments:	0.0%

Mille Lacs County Ditch # 3:

Total to be assessed:	\$500
Annual Installments:	0
Interest rate on installments:	0.0%

Mille Lacs County Ditch # 4:

Total to be assessed:	\$9,000
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: \$500
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 RESOLUTION 12-03-24-03: SOO LINE TRAIL MASTER PLANCounty Administrator Hayes reviewed the agenda item. A motion was made by Commissioner Oslin, seconded by Commissioner Whitcomb, and unanimously carried to adopt Resolution 12-03-24-03: Soo Line Trail Master Plan.

**Board of County Commissioners
Mille Lacs County, Minnesota
Resolution No.: 12-03-24-03
SUPPORTING REGIONAL PARK OR TRAIL DESIGNATION APPLICATION IN GREATER MINNESOTA**

BE IT RESOLVED THAT that Mille Lacs County, as lead applicant, has the authority to act as legal public sponsor for the application described in the Request for Designation as a Regional Trail in Greater Minnesota for the Soo Line Trail. We formally support and authorize the applicant’s submission on behalf of the partnership.

BE IT FURTHER RESOLVED that as lead applicant we are fully aware of the information provided in the application and associated responsibilities, including long-term commitments as defined in the application and related master plan and supporting information as submitted.

BE IT FURTHER RESOLVED that, should the Soo Line Trail receive formal designation as a regional trail in Greater Minnesota by the Commission, that as the lead applicant we have the legal authority to enter into formal designation and funding agreements with the Commission for the referenced park or trail.

BE IT FURTHER RESOLVED that Mille Lacs County certifies they will comply with all applicable laws and regulations associated with regional designation and any future grant funding for their respective portions of any project.

CONSIDER RESOLUTION 12-03-24-04: BRIDGE REPLACEMENTInterim County Engineer Justin Bergerson reviewed the agenda item. A motion was made by Commissioner Whitcomb, seconded by Commissioner Oslin, and unanimously carried to adopt Resolution 12-03-24-04: Bridge Replacement.

**Board of County Commissioners
Mille Lacs County, Minnesota
Resolution No.: 12-03-24-04
BRIDGE REPLACEMENT PRIORITY LIST RESOLUTION**

Whereas, Mille Lacs County has reviewed the pertinent data on bridges requiring replacement, rehabilitation, or removal, supplied by local citizenry and local units of government, (and the regional development commission or metropolitan council as applicable); and

Whereas, Mille Lacs County has identified those bridges that are high priority and that require replacement, rehabilitation, or removal within the next five years.

NOW THEREFORE, BE IT RESOLVED by the Mille Lacs County Board of Commissioners that the following bridges are high priorities for replacement, major rehabilitation, or removal, and Mille Lacs County intends to replace, rehabilitate, or remove these bridges as soon as possible when funds are available; and

Old Bridge Number	Road Number and Name	Crossing	LPI	Total Project Cost	Township or State Bridge Funds Requested	Federal Funds Requested	Local or State Aid Funds	Proposed Construction Year
48509	CSAH 13/ 55 th St	W Br Rum River	35	\$1,323,000		\$980,000	\$343,000	2029
48517	CSAH 12/ 80 th St	W Br Rum River	39	\$1,282,500	\$475,000		\$807,500	TBD
48512	CSAH 25/ Evergreen Ln	Rum River	39	\$1,012,500	\$375,000		\$637,500	TBD
48506	CSAH 11/ 190 th St	Rum River	45	\$1,876,500	\$695,000		\$1,181,500	2028
48518	CSAH 18/ 145 th Ave	W Br Rum River	50	\$1,107,000	\$410,000		\$697,000	TBD
92148	CSAH 7/ 160 th Ave	Stream	50	\$418,500	\$155,000		\$263,500	TBD
48505	CSAH 5/ 125 th Ave	Estes Brook	50	\$729,000		\$540,000	\$189,000	2029
L3034	155 th Ave	Battle Brook	56	\$445,500	\$425,500		\$20,000	TBD
48508	CSAH 19/ 250 th St	Rum River	57	\$1,836,000	\$680,000		\$1,156,000	TBD
48519	CSAH 8/ 100 th St	W Br Rum River	58	\$1,215,000	\$450,000		\$765,000	TBD
48504	CSAH 20/ 280 th St	Rum River	63	\$1,404,000	\$520,000		\$884,000	TBD

BE IT FURTHER RESOLVED that Mille Lacs County does hereby request authorization to replace, rehabilitate, or remove such bridges; and

BE IT FURTHER RESOLVED that Mille Lacs County does hereby request financial assistance with eligible approach grading and engineering costs on township bridges, as provided by law.

CONSIDER WSB GENERAL SERVICES AGREEMENT

County Administrator Hayes reviewed the agenda item with input from Interim County Engineer Bergerson. A motion was made by Commissioner Whitcomb, seconded by Commissioner Oslin, and unanimously carried to approve the General Services Professional Services Agreement with WSB and authorize County Administrator to execute the same via DocuSign.

PUBLIC WORKS UPDATE

Interim County Engineer Bergerson provided an update to the County Board regarding current Public Works projects and operations.

ADMINISTRATIVE SERVICES OFFICE

CONSIDER 2025 COUNTY FLEET AND PUBLIC WORKS VEHICLE LEASES

County Administrator Hayes reviewed the agenda item with input from Facility & Fleet Operations Manager Noelan Lange. A motion was made by Commissioner Tellinghuisen, seconded by Commissioner Whitcomb, and unanimously carried to approve the sale of #19 2018 Chevrolet Cruze, #12 2018 Dodge Caravan, #26 Chevrolet Traverse from the fleet, and units 1409 2016 GMC 1500, 1410 2017 GMC 1500, 1411 2016 GMC 3500, 1415 F250 2019 (Lease), and 1416 2019 F250 (Lease) from Public Works. This same motion also authorized the acquisition of three leased vehicles for the general fleet, and one heavy-duty pickup with stainless dump body for Public Works, authorizing the County Administrator to execute the associated lease agreements, and directing staff to work with the Soil & Water Conservation District to facilitate a sale or transfer of the Chevy Traverse for an ideally budget-neutral impact.

CONSIDER 2025 SUMMER INTERN POSITIONS

Personnel Director Karly Feters reviewed the agenda item. A motion was made by Commissioner Reynolds, seconded by Commissioner Whitcomb, and unanimously carried to approve the 2025 Summer Intern positions as part of 2025 budget, and authorize recruitment beginning December 2024.

CONSIDER REVISED POSITION DESCRIPTIONS AS PART OF 2024 CLASSIFICATION & COMPENSATION STUDY

Personnel Director Feters reviewed the agenda item, noting that there are a number of bargaining units at the County that do not have contract provisions addressing wage placement upon reclassification of a job to a higher grade. Personnel Director Feters noted that wage placement is a negotiable item, and since the County is still in negotiations with these units, the position descriptions for bargaining units where this explanation applies are not on today's agenda for approval and will be presented to the Board at a later date once those contracts are settled.

A motion was made by Commissioner Whitcomb, seconded by Commissioner Oslin, and unanimously carried to approve agenda items 5.12-5.18, approving the revised position descriptions as part of the 2024 Classification & Compensation Study.

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CONSIDER CLOSED MEETING TO EVALUATE PERFORMANCE OF THE COUNTY ADMINISTRATOR

The County Board took a short break at 10:03 a.m.

A motion was made by Commissioner Oslin, seconded by Commissioner Whitcomb, and unanimously carried to close the meeting at 10:09 a.m. to evaluate the performance of the County Administrator pursuant to Minnesota Statutes 13D.05 Subd. 3 (a).

A motion was made by Commissioner Whitcomb, seconded by Commissioner Reynolds, and unanimously carried to re-open the County Board meeting at 11:22 a.m. Personnel Director Feters summarized that the County Board completed the annual evaluation of the County Administrator with an overall rating of commendable.

COMMITTEE REPORTS

Commissioner Peterson attended the East Central Solid Waste meeting. Commissioner Reynolds attended the Highway 23 Coalition in Mora. Commissioners Whitcomb, Oslin, and Tellinghuisen did not have any committee reports.

ADJOURN

A motion was made by Commissioner Whitcomb, seconded by Commissioner Tellinghuisen, and unanimously carried to adjourn the meeting at 11:25 a.m.

WORK SESSION (COUNTY BOARD ROOM):

JAIL REMODEL PRESENTATION