

Chairperson Oslin called the meeting to order at 9:02 a.m., with the following members present: Commissioners Wilhelm, Reynolds, Oslin, Tellinghuisen, and Peterson. The Pledge of Allegiance was recited.

Chairperson Oslin introduced one (1) supplemental document and seven (7) add-on agenda request items to the County Board:

- 5.2 Approve Tobacco Licenses – Supplemental Document;
- 5.12 Consider Bridge Inspection Contract;
- 5.13 Authorize Staff to Solicit Quotes for the Maintenance of County Drainage Ditches;
- 5.14 Consider Reclassification of WIC Coordinator to CHS Administrator;
- 5.15 Consider Reclassification of Community Health Services Supervisor Position;
- 5.16 Approve Resolution No. 07-20-2021-02, Approving County Sponsorship of Area Snowmobile/ATV Trails;
- 5.17 Approve MOA with CVS Unit for Work Out-of-Classification Pay.

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

#### CONSENT AGENDA

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

- Approve 07/06/2021 County Board Meeting Minutes;
- Approve 06/15/2021 Corrected County Board Meeting Minutes;
- Review of Auditor's Warrants in the Amount of \$4,432,632.12.

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

#### CONSIDER RESOLUTION NO. 07-20-2021-01, APPOINT A COUNTY AUDITOR-TREASURER

Human Resources Coordinator Karly Fetters reviewed the recommendation to appoint Dillon Hayes as the County Auditor-Treasurer, effective July 23, 2021. Cmsr Wilhelm motioned to adopt Resolution No. 07-20-2021-01, Appoint a County Auditor-Treasurer; Cmsr Tellinghuisen seconded. A roll call vote was called; Cmsrs Wilhelm, Reynolds, Oslin, Tellinghuisen, and Peterson voted aye. Motion carried.

*Board of County Commissioners*

*Mille Lacs County, Minnesota*

#### *APPOINTMENT OF COUNTY AUDITOR-TREASURER*

*Resolution No.07-20-2021-01*

*WHEREAS, Minnesota Statute 384.07 provides for each County Board of the State of Minnesota to fill the office of County Auditor by appointment; and*

*WHEREAS, on June 1, 2021, the Mille Lacs County Board of Commissioners accepted the resignation of Eric Bartusch as County Auditor-Treasurer effective on June 25, 2021; and*

*NOW THEREFORE, BE IT RESOLVED, that the Mille Lacs County Board of Commissioners appoints Dillon Hayes as the County Auditor-Treasurer effective July 23, 2021.*

*Adopted this 20th day of July, 2021.*

#### APPROVE TOBACCO LICENSES

Human Resources Coordinator Fetters presented the tobacco license requests. Cmsr Tellinghuisen motioned to approve the tobacco licenses for Bock City: Fat Jack's Cabaret; South Harbor Township: Mille Lacs Super Stop, Veteran's Club, and Trophy's Liquor Warehouse; Cmsr Wilhelm seconded. A roll call vote was called; Cmsrs Wilhelm, Reynolds, Oslin, Tellinghuisen, and Peterson voted aye. Motion carried.

#### CONSIDER INTERNAL PROMOTION OF A 3<sup>RD</sup> PATROL SGT

Chief Deputy Kyle Burton presented the request to approve an internal staff promotion of a third patrol sergeant. Cmsr Wilhelm motioned to approve the Internal Promotion of a 3<sup>rd</sup> Patrol Sergeant; Cmsr Reynolds seconded. A roll call vote was called; Cmsrs Wilhelm, Reynolds, Oslin, Tellinghuisen, and Peterson voted aye. Motion carried.

#### CONSIDER 2021 CORONAVIRUS EMERGENCY RESPONSE GRANT

Jail Administrator Bradley Hunt reviewed the Coronavirus Emergency Response Grant funds received from the Minnesota Department of Public Safety in the amount of \$66,304.36. Cmsr Wilhelm inquired as to if the funds could be used to assist with technology purchases; Technology Services Manager Michael Virnig confirmed that was an available option. Cmsr Wilhelm motioned to approve the 2021 Emergency Response Grant; Cmsr Reynolds seconded. A roll call vote was called; Cmsrs Wilhelm, Reynolds, Oslin, Tellinghuisen, and Peterson voted aye. Motion carried.

REAPPOINT VETERANS SERVICES OFFICER FOR 4-YEAR TERM

Community and Veterans Services Director Beth Crook presented the request to reappoint Taylor Tollefson as a County Veterans Service Officer for an additional four (4) year term. Cmsr Wilhelm motioned to reappoint Taylor Tollefson as a County Veterans Service Officer and present the Oath of Office; Cmsr Tellinghuisen seconded. A roll call vote was called; Cmsrs Wilhelm, Reynolds, Oslin, Tellinghuisen, and Peterson voted aye. Motion carried. Chairperson Oslin administered the Oath of Office.

CONSIDER WHEELAGE TAX INCREASE

Human Resource Coordinator Fetters discussed the request to increase the wheelage tax from \$10 to \$20 in order to provide a sustainable funding mechanism to address Public Works expenditures. Cmsr Oslin stated that the wheelage tax can be reviewed annually for additional adjustments. Cmsr Oslin stated that the wheelage tax will assist with the levy increase for property tax payers. Cmsr Peterson motioned to adopt Resolution No. 07-20-21-02, Authorizing the Increase of Wheelage Tax; Cmsr Wilhelm seconded. A roll call vote was called; Cmsrs Wilhelm, Reynolds, Oslin, and Peterson voted aye. Cmsr Tellinghuisen voted nay. Motion carried.

*Board of County Commissioners  
Mille Lacs County, Minnesota  
Resolution No.: 7-20-21-02*

*RESOLUTION AUTHORIZING THE INCREASE OF WHEELAGE TAX*

*WHEREAS, Mille Lacs County's transportation infrastructure forms the back bone of the County's economy and has a direct impact on future economic development; and*

*WHEREAS, funding for county highway systems in Minnesota has remained stagnant and is failing to keep pace with growing population and growing demands; and*

*WHEREAS, local governments throughout the state are struggling to maintain local transportation systems; and*

*WHEREAS, Minn. Stat. 163.051 provides that the Board may provide by resolution for collection of the wheelage tax by county officials, or it may request that the tax be collected by the state registrar of motor vehicles, and the state registrar of motor vehicles shall collect such tax on behalf of the county, if requested; and*

*WHEREAS, the Mille Lacs County Board of Commissioners desires to implement such a wheelage tax and have the state registrar of motor vehicles collect the same; and*

*WHEREAS, the proceeds of such a wheelage tax would be used to help improve the quality of the County Road system.*

*NOW, THEREFORE, BE IT RESOLVED that the Mille Lacs County Board of Commissioners authorize and impose a wheelage tax, as provided for in Minn. Stat. 163.051, of \$20.00 for the year 2022 and each subsequent year thereafter, subject to levy limits and other factors, on each motor vehicle which is kept in Mille Lacs County when not in operation and which is subject to taxation and registration under Chapter 168.*

*BE IT FURTHER RESOLVED that Mille Lacs County requests the state registrar of motor vehicles to collect the wheelage tax on behalf of the County.*

*Adopted this 20<sup>th</sup> day of July, 2021.*

APPROVE THE REVISED ORGANIZATIONAL CHART

Human Resources Coordinator Fetters presented the revised Mille Lacs County organizational chart, that was previously discussed at the July 2, 2021 County Board work session. Cmsr Reynolds motioned to approve the July 2021 Organizational Chart; Cmsr Wilhelm seconded. A roll call vote was called; Cmsrs Wilhelm, Reynolds, Oslin, Tellinghuisen, and Peterson voted aye. Motion carried.

SHIP MINI-GRANT CVS PICNIC TABLES

Human Resources Coordinator Fetters discussed the Statewide Health Improvement Program (SHIP) funds received and the proposal to purchase two (2) picnic tables for Community and Veterans Services (CVS). Fetters stated that the County is required to contribute a 10% in-kind match for grant purchases, which will be satisfied by staff wages for assembly of the picnic tables. Cmsr Wilhelm motioned to approve the purchase of 2 Picnic Tables allotted by the SHIP Grant; Cmsr Reynolds seconded. A roll

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

#### COUNTY STAFF APPRECIATION DAY

Human Resources Coordinator Fetters presented the request to accept the State of Minnesota's Proclamation for County Staff Appreciation Day. Cmsr Oslin read the Proclamation. Cmsr Reynolds motioned to support the Proclamation and declare Tuesday, July 27, 2021, County Staff Appreciation Day; Cmsr Wilhelm seconded. A roll call vote was called; Cmsrs Wilhelm, Reynolds, Oslin, Tellinghuisen, and Peterson voted aye. Motion carried.

#### AWARD BID FOR THE REPAIR OF COUNTY DITCH 2

Land Services Director/Land Commissioner Chris Berg reviewed the bids received for the repair of County Ditch 2. Berg noted that the lowest bid received from Novco, Inc. provided the required information and bid bond, but the company did not provide references and stated that all experience to date is from private drainage systems. Berg and Ditch Attorney Representative Rinke Noonan recommended accepting the bid from the second lowest bidder, Land Pride Construction, LLC. Discussion occurred among the commissioners concerning the township's expenses and bond interest rates. Cmsr Wilhelm motioned to award bid to Land Pride Construction and pay 25% of township's expenses. Motion failed due to lack of a second.

Cmsr Peterson motioned to award bid to Land Pride Construction for the repair of County Ditch 2 with contingent alternates for road crossings, as recommended by staff; Cmsr Reynolds seconded. A roll call vote was called; Cmsrs Wilhelm, Reynolds, Oslin, Tellinghuisen, and Peterson voted aye. Motion carried.

#### AUTHORIZE STAFF TO SOLICIT QUOTES FOR THE MAINTENANCE OF COUNTY DRAINAGE DITCHES

Land Services Director/Land Commissioner Chris Berg reviewed the maintenance needed for county drainage ditches. Cmsr Tellinghuisen discussed other options and efficiency. Cmsr Wilhelm suggested Berg contact ECE to inquire what they use for weed control. Berg stated he contacted Ditch Authorities across the state, and that he will include Hook Aviation in the solicitation of quotes. Cmsr Wilhelm motioned to approve Authorizing Staff to Solicit Quotes for the Maintenance of County Drainage Ditches; Cmsr Reynolds seconded. A roll call vote was called; Cmsrs Wilhelm, Reynolds, Oslin, Tellinghuisen, and Peterson voted aye. Motion carried.

#### CONSIDER BRIDGE INSPECTION CONTRACT

County Engineer Neal Knopik presented the bridge inspection contract. Knopik stated there are about forty-four (44) bridges left to inspect out of the total amount of fifty-nine (59) requiring inspection this year. Knopik recommended accepting the lowest bid from Erickson Engineering in the amount of \$17,288. Discussion took place regarding due dates. Cmsr Wilhelm motioned to approve the Erickson Engineering Bridge Inspection Contract; Cmsr Reynolds seconded. A roll call vote was called; Cmsrs Wilhelm, Reynolds, Oslin, Tellinghuisen, and Peterson voted aye. Motion carried.

#### CONSIDER RECLASSIFICATION OF WIC COORDINATOR TO CHS ADMINISTRATOR

Community and Veterans Services director Beth Crook reviewed the changes in the position description and reclassification. Per State Statute, the County is required to have a Community Health Services (CHS) Administrator. The Women, Infants, and Children (WIC) Coordinator employee meets the minimum qualifications required for the CHS Administrator. Cmsr Reynolds motioned to approve the reclassification of WIC Coordinator to CHS Administrator; Cmsr Peterson seconded. A roll call vote was called; Cmsrs Wilhelm, Reynolds, Oslin, Tellinghuisen, and Peterson voted aye. Motion carried.

#### CONSIDER RECLASSIFICATION OF COMMUNITY HEALTH SERVICES SUPERVISOR POSITION

Community and Veterans Services Director Beth Crook reviewed the changes in the position description and the reclassification, in accordance with previous work session discussion. Changes include the removal of duties that will now move to the CHS Administrator position, which changes the grade of the Community Health Services Supervisor from a Grade R to a Grade Q. Cmsr Wilhelm motioned to approve the reclassification of Community Health Services Supervisor; Cmsr Reynolds seconded. A roll call vote was called; Cmsrs Wilhelm, Reynolds, Oslin, Tellinghuisen, and Peterson voted aye. Motion carried.

#### APPROVE RESOLUTION NO. 07-20-2021-02, APPROVING COUNTY SPONSORSHIP OF AREA SNOWMOBILE/ATV TRAILS

Cmsr Oslin presented the resolution and stated he had signed the previous grant under the premise of the former resolution. Oslin stated that the County Auditor-Treasurer would be the fiscal agent. Cmsr Wilhelm motioned to approve Resolution No. 07-20-2021-02, Approving County Sponsorship of Area Snowmobile/ATV Trails; Cmsr Tellinghuisen seconded. A roll call vote was called; Cmsrs Wilhelm, Reynolds, Oslin, Tellinghuisen, and Peterson voted aye. Motion carried.

*Board of County Commissioners*

*Mille Lacs County, Minnesota*

*Resolution No.: 07-20-21-02*

**RESOLUTION APPROVING COUNTY SPONSORSHIP OF AREA**

**SNOWMOBILE/ATV TRAILS**

*WHEREAS, area snowmobile/ATV clubs and associations provide trails to meet Mille Lacs County's recreational needs;*

*WHEREAS, the State of Minnesota offers funding of such trails through its Trails Assistance Program;*

*WHEREAS, the Mille Lacs County Board of Commissioners acknowledges the sponsorship of this program as only a facilitator in providing state funds to local snowmobile/ATV associations and clubs;*

*BE IT THEREFORE RESOLVED THAT, the Mille Lacs County Board of Commissioners approves the applications and proposals of the local snowmobile/ATV clubs and authorizes the County Auditor-Treasurer and Board Chairman to sign all necessary forms and agreements to participate in the programs for fiscal year 2022.*

*ADOPTED by majority vote of the Mille Lacs County Board of Commissioners  
this 20<sup>th</sup> day of July, 2021.*

**APPROVE MOA WITH CVS UNIT FOR WORK OUT-OF-CLASSIFICATION PAY**

Community and Veterans Services director Beth Crook reviewed the work out-of-classification pay. Cmsr Peterson motioned to approve MOA with AFSCME-CVS for Work Out-Of-Classification Pay; Cmsr Wilhelm seconded. A roll call vote was called; Cmsrs Wilhelm, Reynolds, Oslin, Tellinghuisen, and Peterson voted aye. Motion carried.

**COMMITTEE REPORTS**

Commissioner Reynolds attended the Lakes & Pines meeting on July 19<sup>th</sup>. Thirty-five (35) residents were helped in May and June to find housing. This is up from last year, which was 6-10 the previous year. Reynolds also attended panel "How do you manage personal/family life with being a County Commissioner" presentation and Q&A session. Commissioner Peterson attended East Central Solid Waste meeting. They are putting in a new floor in Cambridge and it will be shut down for 10 days. Commissioner Oslin and Reynolds attended AMC Conference.

Commissioner Wilhelm motioned to adjourn the meeting 10:36 a.m.; Cmsr Tellinghuisen seconded. A roll call vote was called; Commissioners Wilhelm, Reynolds, Oslin, Tellinghuisen, and Peterson voted aye. Motion carried.

ATTEST:

/s/Lisa Herges  
Lisa Herges  
Interim County Coordinator

/s/Genny Reynolds  
Genny Reynolds  
County Board Chairperson