

**CROW WING COUNTY BOARD OF COMMISSIONERS  
REGULAR MEETING MINUTES**

Historic Courthouse  
Brainerd, Minnesota

April 28, 2009

Chair Franzen called the meeting to order at 9 a.m. and called for participation in reciting the Pledge of Allegiance followed by a moment of silence.

Present:        District 1        Philip Trusty  
                  District 2        Paul Thiede  
                  District 3        Rachel Reabe Nystrom  
                  District 4        Rosemary Franzen  
                  District 5        Doug Houge

Others Present: County Administrator Timothy Houle, County Auditor Deborah Erickson, County Attorney Donald Ryan, staff and citizens.

**OPEN FORUM** – None.

**APPROVAL OF MINUTES AND AGENDA**

Moved by Commissioner Nystrom seconded by Commissioner Trusty to approve the minutes of the April 14, 2009 regular County Board meeting, all aye. Motion carried.

Moved by Commissioner Houge seconded by Commissioner Thiede to approve the agenda of the April 28, 2009 meeting, all aye. Motion carried.

**CONSENT AGENDA**

Moved by Commissioner Houge seconded by Commissioner Trusty to approve the following consent agenda, all aye. Motion carried.

1. Approved the Minnesota Lawful Gambling Application of the Minnesota School Bus Operators Association for an Exempt Permit to be held on the date of June 15, 2009, at the Ruttger's Bay Lake Lodge, Bay Lake Township, subject to all State Laws and upon approval of said date, the applicant submitting a copy of reports required by the State.
2. Approved the Minnesota Lawful Gambling Application of the Brainerd Building and Construction Trades Council for an Exempt Permit to be held on the dates of August 4, 2009, to August 8, 2009, at the Crow Wing County Fair Grounds, Oak Lawn Township, subject to all State Laws and upon approval of said dates, the applicant submitting a copy of reports required by the State.
3. Authorized the County Auditor to release both bid and performance sureties posted by Veit & Company, Inc. for the Construction of MMSW-376 – Landfill Cell 4 and Leachate Pond 4.
4. Authorized the County Auditor to sign the Snowmobile Trails Assistance Program Maintenance and Grooming Certifications of Satisfactory Grooming-3<sup>rd</sup> Benchmark for the Garrison Commercial Club and Fort Ripley North Country Trail Busters.
5. Approved the Snowmobile Trail Permits between Crow Wing County and the Gull Lake Drifters, Inc., Ideal Sno-Pros Snowmobile Club, Merrifield Marathons Snowmobile Club and the

Snowbird's Snowmobile Club, across property as described as on file in the Office of the County Auditor, and the Chair and County Auditor are authorized to sign said Permits.

6. Authorized the County Auditor to sign the Snowmobile Trails Assistance Program Maintenance and Grooming Certifications of Trail Closure/Application Submission for the Baxter Snowmobile Club; Brainerd Snodeos Snowmobile Club, Inc.; Cuyuna Range Snowmobile Trails, Inc.; Fort Ripley North Country Trail Busters; Garrison Commercial Club; Gull Lake Drifters Inc.; Ideal Sno-Pros Snowmobile Club; Merrifield Marathons Snowmobile Club; and the Snowbird's Snowmobile Club.
7. Approved the Minnesota Trail Assistance Program Cross-Country Ski FY 2010 Traditional Grant Applications for the Brainerd Nordic Cross Country Ski Club and the Larson Lake Memorial Forest Trail, and the Chair and County Auditor are authorized to sign said applications.
8. Approved the following tax application as recommended by the County Treasurer, County Assessor and County Auditor:

<u>APPLICANT</u>	<u>DISTRICT</u>	<u>REAL ESTATE CODE</u>	<u>TAX</u>	<u>SETTLEMENT</u>
<u>Settlement Application</u>				
Tax Forfeited	Breezy Point	(08-09) 101470000120009	\$396.26	Cancel
		(08-09) 101470000130009		
		(08-09) 101110000580009		

Approved the following tax applications as recommended by the County Assessor and County Auditor:

<u>Reduction in Market Value</u>				
John & Katherine Buetz	Dean Lake	(2009) 580064004000009	\$367.42	\$281.34
Casey's Retail Company	Brainerd	(2009) 09122003005Z009	\$5,464.74	\$3,427.32
Michael Dauer	Garrison Twp	(2009) 660303300A00009	\$246.26	\$ 133.60
Ray Flygare	Ft Ripley Twp	(2009) 00M5744000000009	\$8.80	Cancel
Rod Lewis	Crosslake	(2009) 141090000090009	\$4,643.80	\$1,873.92
Phoebe Walling	Nisswa	(2009) 280253203JA0009	\$6,890.06	\$4,841.52
Bruce Weinke	Breezy Point	(2009) 101100002910009	\$200.62	\$121.94
Robert Whistler	Brainerd	(2008) 00M626000000009	\$34.02	Cancel

<u>Homestead Applications</u>				
Shawn Chambers	Ideal	(2009) 68188001002X009	\$10,163.50	\$7,610.94
	Ideal	(2009) 68188001003Z009	\$2,379.48	\$2,278.26
Jennifer LeDoux	Brainerd	(2009) 09117003021Z009	\$966.74	\$681.64
Nicolaas & Jami Underwood	Cuyuna	(2009) 191010040060009	\$641.84	\$156.10

Cancelled the following appeal for adjustment of solid waste service charge as recommended by the Waste Management Director and County Auditor:

Phyllis Ann Luck	Nisswa	(2009) 2812400090A0009	\$15.00	Cancel
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9. Approved the following expenditure listing for April 28, 2009, with the full listing available on file in the Office of the County Auditor:

General	\$163,767.21
Reserved & Designated Funds	28,905.66
Road and Bridge	78,586.65
Social Services	30,485.12
Senior Citizens Volunteers	3,135.84
Score	4,488.46
Forfeited Tax Sale	1,510.74
Capital Notes	139,553.30
Solid Waste	3,706.29
CWC Sanitary Mgt District	326.96
Total	\$454,466.23

10. Approved setting the sale price and authorizing the direct sale of a non-conforming tax forfeited tract described as Part Gov't Lot 3, Section 27-T45-R28 (500274303D00009) pursuant to M.S. 282.01, Subd 7a, to Gary A. Drahosh at the appraised value of \$1,555.

11. Authorized payments to the following for their 2009 recycling programs, in accordance with County Policy, to be paid from the SCORE Fund:

Maple Grove Township	\$4,000
City of Baxter	\$10,000

12. Approved waiving the tipping fee for cleanup to be done by Sebie Lake Area Conversation Association on public lands and right-of-way on May 16, 2009, with said costs to be paid from the SCORE Fund.

13. Approved **Resolution #2009-49** (attached): Resolution to Advertise for Sealed Bids for S.P. 18-070-02, C.P. 18-011-11 and C.P. 18-200-33.

14. Approved the sale of the following used equipment to Hibbing Community College for \$1,190:

6 Shotgun Mounts with Electric Locks	\$180
5 Complete Kustom Eagle Radars	\$750
6 Mag Lights SL20 X's and SL20's. (No Chargers)	\$60
2 Crown Vic Cages	\$200

15. Approved **Resolution #2009-50** (attached): 2008 Homeland Security Grant.

### **MISCELLANEOUS BUSINESS**

### **COMMITTEE REPORTS**

Reports were given by Commissioner Thiede on behalf of the Mississippi Headwaters Board and the South Country Health Alliance Joint Powers Board.

### **ADDITIONAL BUSINESS**

Commissioner Nystrom reported that National Day of Prayer services will be held on May 7, 2009, at noon at the All Veterans Memorial next to the Historic Courthouse.

### **LAND SERVICES DIRECTOR**

Moved by Commissioner Houge seconded by Commissioner Nystrom to restructure the County Land Department to Natural Resources Management, a division of the Land Services Department, as on file, all aye. Motion carried.

### **LAND**

Moved by Commissioner Houge seconded by Commissioner Thiede to accept the Land Exchange Application and fee submitted by Richard E. Harrison involving land described as E1/2 of SW1/4, Section 8-T137N-R26W (600083100000009 & 600083400000009) and tax forfeited land described as Part of NE1/4 of NE1/4, Section 30-T46-R29 (Part of 690301100A00009) & Part of SE1/4 of SE1/4, Section 19-T46-R29 (Part of 690194400A00999); and further, to classify the tax forfeited lands to a non-conservation status; and further, to remove the parcel described as That Part of NE1/4 of NE1/4 North of State Highway 210, Section 30-T46-R29 from Memorial Forest Designation in the George H. Kinney Memorial Forest; and further, the County Purchasing Agent is authorized to secure appraisal services with appraisal costs to be shared equally as per policy with the County's share to be debited from the Forfeited Tax Sale Fund, all aye. Motion carried.

### **PLANNING AND ZONING**

Moved by Commissioner Nystrom seconded by Commissioner Houge to approve **Resolution #2009-51** (attached): LCCMR Grant Application, all aye. Motion carried.

### **COUNTY AUDITOR**

Moved by Commissioner Houge seconded by Commissioner Trusty to adopt the Travel Expense Reimbursement Policy which replaces Article 31 of the current Personnel Policy Manual, effective May 1, 2009, all aye. Motion carried.

### **COUNTY ADMINISTRATOR**

The County Administrator informed the Board that National Volunteer Week was April 19–25, 2009, and publicly recognized and thanked volunteers in Crow Wing County.

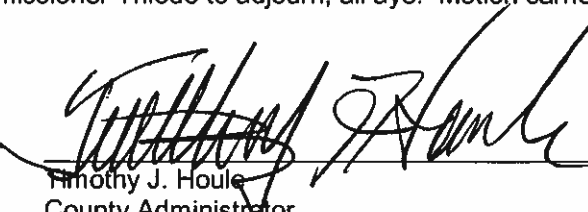
A report was given by the County Administrator on behalf of the Senior Management Team.

The County Administrator informed the Board that National County Government Week is May 3–9, 2009 and suggested that the next County Board meeting be held at an alternate location in the community.

### **ADJOURNMENT**

Moved by Commissioner Nystrom seconded by Commissioner Thiede to adjourn, all aye. Motion carried. The Board meeting adjourned at 10:00 a.m.

  
Rosemary Franzen, Chair  
Board of County Commissioners

  
Timothy J. Houle  
County Administrator

**BOARD OF COUNTY COMMISSIONERS**  
**Crow Wing County, Minnesota**

DATE: April 28, 2009  
OFFERED BY COMMISSIONERS: Houge and Trusty

RESOLUTION #2009-49

**RESOLUTION TO ADVERTISE FOR SEALED BIDS**  
**FOR S.P. 18-070-02, C.P. 18-011-11 AND C.P. 18-200-33**

BE IT RESOLVED the Board of Commissioners of Crow Wing County, Minnesota, authorizes the County Auditor to advertise for sealed bids for the construction of the following projects upon completion of Plans and Specifications:

- S.P. 18-070-02 Rumble Strips from Ski Chalet Drive in Breezy Point to TH 6
- C.P. 18-011-11 Bituminous Seal Coat from CSAH 3 to TH 6
- C.P. 18-200-33 Crack Filling on Various County Roads

STATE OF MINNESOTA )  
COUNTY OF CROW WING) ss

I, Timothy J. Houle, County Administrator, Crow Wing County, Minnesota, hereby certify that I have compared the foregoing copy of the resolution of the county board of said county with the original record thereof on file in the Administration Office, Crow Wing County, Minnesota, as stated in the minutes of the proceedings of said board at a meeting duly held on April 28, 2009, and that the same is a true and correct copy of said original record and of the whole thereof, and that said resolution was duly passed by said board at said meeting.

Witness my hand and seal this 12th day of May, 2009

  
TIMOTHY J. HOULE  
COUNTY ADMINISTRATOR

	<u>YES</u>	<u>NO</u>
DISTRICT #1 - TRUSTY	X	_____
DISTRICT #2 - THIEDE	X	_____
DISTRICT #3 - NYSTROM	X	_____
DISTRICT #4 - FRANZEN	X	_____
DISTRICT #5 - HOUGE	X	_____

**BOARD OF COUNTY COMMISSIONERS**  
**Crow Wing County, Minnesota**

**DATE: April 28, 2009**  
**OFFERED BY COMMISSIONERS: Houge and Trusty**

**RESOLUTION #2009-50**

**2008 HOMELAND SECURITY GRANT**

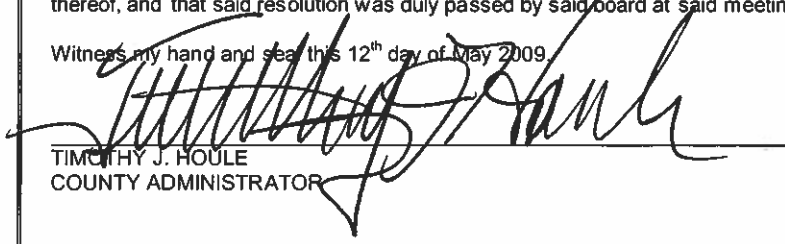
BE IT RESOLVED the Board of Commissioners of Crow Wing County, Minnesota, agrees to enter into a Grant Agreement between the State of Minnesota, Department of Public Safety, Division of Homeland Security and Emergency Management, and Crow Wing County for a 2008 Homeland Security Grant in the amount of \$50,000 to purchase new equipment for the Bomb Squad.

BE IT FURTHER RESOLVED the Chair and County Administrator are authorized to sign said Grant Agreement.

STATE OF MINNESOTA )  
COUNTY OF CROW WING) ss

I, Timothy J. Houle, County Administrator, Crow Wing County, Minnesota, hereby certify that I have compared the foregoing copy of the resolution of the county board of said county with the original record thereof on file in the Administration Office, Crow Wing County, Minnesota, as stated in the minutes of the proceedings of said board at a meeting duly held on April 28, 2009, and that the same is a true and correct copy of said original record and of the whole thereof, and that said resolution was duly passed by said board at said meeting.

Witness my hand and seal this 12<sup>th</sup> day of May 2009.

  
TIMOTHY J. HOULE  
COUNTY ADMINISTRATOR

	<u>YES</u>	<u>NO</u>
DISTRICT #1 – TRUSTY	X	_____
DISTRICT #2 – THIEDE	X	_____
DISTRICT #3 – NYSTROM	X	_____
DISTRICT #4 – FRANZEN	X	_____
DISTRICT #5 – HOUGE	X	_____

**BOARD OF COUNTY COMMISSIONERS**  
**Crow Wing County, Minnesota**

**DATE: April 28, 2009**  
**OFFERED BY COMMISSIONERS: Nystrom and Houge**

**RESOLUTION #2009-51**

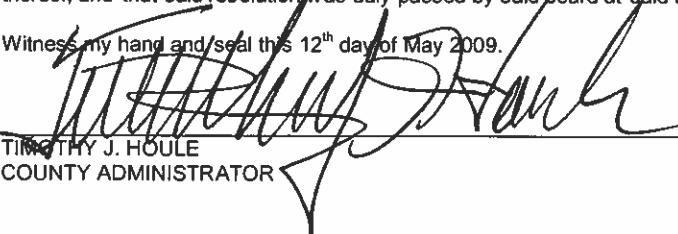
**LCCMR GRANT APPLICATION**

BE IT RESOLVED the Board of Commissioners of Crow Wing County, Minnesota, supports submitting a grant application to the Legislative-Citizen Commission on Minnesota Resources (LCCMR) for the purpose of regional planning/future land use map between Crow Wing and Cass Counties.

STATE OF MINNESOTA )  
COUNTY OF CROW WING) ss

I, Timothy J. Houle, County Administrator, Crow Wing County, Minnesota, hereby certify that I have compared the foregoing copy of the resolution of the county board of said county with the original record thereof on file in the Administration Office, Crow Wing County, Minnesota, as stated in the minutes of the proceedings of said board at a meeting duly held on April 28, 2009, and that the same is a true and correct copy of said original record and of the whole thereof, and that said resolution was duly passed by said board at said meeting.

Witness my hand and seal this 12<sup>th</sup> day of May 2009.

  
TIMOTHY J. HOULE  
COUNTY ADMINISTRATOR

	<u>YES</u>	<u>NO</u>
DISTRICT #1 – TRUSTY	X	_____
DISTRICT #2 – THIEDE	X	_____
DISTRICT #3 – NYSTROM	X	_____
DISTRICT #4 – FRANZEN	X	_____
DISTRICT #5 – HOUGE	X	_____