

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

Historic Courthouse
Brainerd, Minnesota

September 8, 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 Commissioner Trusty
 District 2 Commissioner Thiede
 District 3 Rachel Reabe Nystrom
 District 4 Rosemary Franzen
 District 5 Commissioner Houge

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

OPEN FORUM – None.

APPROVAL OF MINUTES & AGENDA

Moved by Commissioner Thiede seconded by Commissioner Houge to approve the regular County Board meeting minutes of August 25, 2009 all aye. Motion passed.

Moved by Commissioner Houge seconded by Commissioner Trusty to approve the Committee of the Whole Meeting minutes of September 1, 2009, all aye. Motion passed.

Moved by Commissioner Thiede seconded by Commissioner Houge to approve the agenda of September 8, 2009, all aye. Motion passed.

CONSENT AGENDA

Moved by Commissioner Trusty seconded by Commissioner Nystrom to approve the following consent agenda items, all aye. Motion passed.

1. Approved the following expenditure listing for September 8, 2009 with the full listing available on file in the Office of the County Auditor:

General	\$233,830.03
Reserved & Designated Funds	2,103.22
Road and Bridge	603,523.61
Social Services	10,133.81
Senior Citizens Volunteers	292.05
Score	7,580.50
Forfeited Tax Sale	2,324.91
Building	4,419.99
Capital Notes	42,103.59
Solid Waste	46,001.26
CWC Sanitary Mgt District	19.77
Total	\$952,332.74

2. Approved the Minnesota Snowmobile Trails Assistance Program Snowmobile FY 2010 Maintenance and Grooming Grant Agreements 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 Snowbird's Snowmobile Club.
3. Approved Amendment #1 to the Joint Powers Agreement between the State of Minnesota, City of Brainerd and Crow Wing County for Bomb Squad reimbursement, which increases the grant amount by \$9,000.38; and further, the Chair and the County Administrator are authorized to sign said amendment.
4. Approved final payment for Contract No. 09011, CSAH 11 seal coat, which is an increase of \$12,739.65 (3%) over the original contract amount of \$218,566.06, and to authorize the Interim County Engineer to approve the Certificate of Final Contract Acceptance.
5. Approved final payment for Contract No. 09001, CSAH 3 resurfacing project and intersection improvements, which is an increase of \$101,836.59 (5%) over the original contract amount of \$1,986,901.13, and authorized the Interim County Engineer to sign the Certificate of Final Contract Acceptance.
6. Approved donations as on file in the Office of the County Auditor in an amount of \$2,137 for the Crow Wing County Mounted Patrol.
7. Entered an Income Contract and Amendment #1 between Crow Wing County and the State of Minnesota, Department of Corrections, for the Sentencing to Service Program for the period from July 1, 2009 - June 30, 2011; and further authorized the County Sheriff to sign said contract and amendment.
8. Approved the 5th Addendum to Trail Permit between Paul Bunyan Arboretum, Inc. dba the Northland Arboretum and Crow Wing County for the Brainerd Nordic Ski Club which extends the term for an additional three years to September 30, 2012 and further, authorized the Chair and County Auditor to sign said Addendum.
9. Approved the License between Crow Wing County and Legionville School Safety Patrol Training Center, Inc. for a snowmobile trail for the Baxter Snowmobile Club across land described on the License on file in the Office of the County Auditor and authorized the Chair and County Auditor to sign the License, upon approval of the County Attorney.

Further, approved the issuance of a warrant from the Snowmobile, Ski, ATV, Trail Fund in the amount of \$1 to Legionville School Safety Patrol Training Center, Inc. for the license fee, with reimbursement to be made from the Baxter Snowmobile Club.

10. Approved Amendment #3 to the Joint Powers Agreement between the State of Minnesota, Department of Human Services and Crow Wing County, to provide MinnesotaCare eligibility determination, with said Amendment extending the term to June 30, 2010, and increasing the total obligation by \$1,000. Further, authorized the Community Services Director to sign said contract.

ADOPT PROPOSED 2010 BUDGET & TAX LEVY

Moved by Commissioner Trusty seconded by Commissioner Houge to approve **Resolution No. 2009-74** (attached): Adoption of Proposed 2010 Budget and Tax Levy, all aye. Motion passed.

MISCELLANEOUS BUSINESS – None.

INTERIM COUNTY ENGINEER

Moved by Commissioner Thiede seconded by Commissioner Nystrom, upon the recommendation of Interim County Engineer Rob Hall, to table the award for rumble striping of CSAH 11 to the next regular County Board meeting to allow conversations with MnDOT to determine other safety options available due to noise concerns from rumble stripe projects performed on similar roadways in surrounding counties, all aye. Motion passed.

COUNTY SHERIFF

Moved by Commissioner Houge seconded by Commissioner Trusty to authorize the County Sheriff to send three deputies to the International Association of Bomb Technicians and Investigations (IABTI) Region III Annual In-Service Training Conference to be held October 5-9, 2009 in Wichita, Kansas, with registration to be paid for three deputies and travel expenses reimbursed for two deputies from the Bomb Squad designated funds, all aye. Motion passed.

COMMUNITY SERVICES DIRECTOR

The Board received the preliminary plan for the Minnesota Family Investment Program (MFIP) and the Children and Community Services Act (CCSA) for the period from January 1, 2010 to December 31, 2011; and further, said plan will be published on the County website and area newspapers in order to receive public comment with final approval to be considered at the October 13, 2009 regular County Board meeting.

The Board received the Community Services Director's report.

LAND SERVICES DIRECTOR

Moved by Commissioner Thiede seconded by Commissioner Nystrom to withdraw Tracts #01, #16, #44 and #59 from the 2006 Tax Forfeited Land Sale List, and further withdraw Tracts #01, #02, #15 and #106 from the 2007 Tax Forfeited Land Sale List, and further withdraw Tracts #08 and #33 from the 2008 Tax Forfeited Land Sale List with tracts to be reappraised and reoffered for sale in 2009, all aye. Motion passed.

Moved by Commissioner Thiede seconded by Commissioner Houge to authorize the direct sale of two non-conforming lots described as Lot 16, Block 33, West Brainerd (091980330160009) and Lot 17, Block 33, West Brainerd (091980330170009) to an adjacent owner(s) pursuant to MS 282.01, Subd. 7a., subject to City of Brainerd and DNR approval. Further, classified Lot 16, Block 33, West Brainerd as non-conservation status and reclassified Lot 17, Block 33, West Brainerd as non-conservation status and, further, the County Purchasing Agent is authorized to secure appraisal services and the appraisal is not to commence until the adjacent owner remits the appropriate appraisal fee to be deposited into the Forfeited Tax Sale Fund. Said fund is then to be debited to cover the appraisal cost. Further, authorized setting the sale price at appraised value upon receipt of the appraisal, all aye. Motion passed.

Moved by Commissioner Houge seconded by Commissioner Nystrom to approve the following Planning & Zoning consent agenda items, all aye. Motion passed.

1. Approved the petition of AG Star Financial Services for the following zoning reclassification based on the findings of fact on file in the Planning and Zoning office:

(Tract B) Part of Gov. Lot 3, Sec 23, Nokay Lake Township
Rezoned from Green Space to Shoreland Residential 2 involving approximately 2.54 acres.

2. Approved the petition of John and Viola Bock for the following zoning reclassification based on the findings of fact on file in the Planning and Zoning Office:

N 300 FT OF W 330 FT OF SW1/4 OF SE1/4, Sec 11, Oak Lawn Township
Rezone from Agriculture to Rural Residential 21.5 involving approximately 2.5 acres

3. Approved the petition of Laurel Price-Jones for the following zoning reclassification, based on the findings of fact on file in the Planning and Zoning office:

Part of Gov. Lot 3, Sec 11, Ideal Township
Rezone from Rural Residential 2.5 to Shoreland Residential 1 involving approximately 3.88 acres.

4. Approved the petition of Timothy Lee Gant for the following zoning reclassification, based on the findings of fact on file in the Planning and Zoning office:

Part of Gov. Lot 2, Sec 12, Pelican Township
Rezone from Agriculture to Shoreland Residential 1 involving approximately .93 acres.

5. Approved the petition of Brian and Lisa Christenson for the following zoning reclassification, based on the findings of fact on file in the Planning and Zoning office:

N 600 FT Of E 589.86 FT of the SW1/4 of NE1/4, part of SW1/4 of NE1/4, part of SE1//4 of NE1/4
& part of Gov. Lot 4, Section 28, Garrison Township
Rezone from Agriculture to Shoreland Residential 2 involving approximately 28.4 acres.

COUNTY ADMINISTRATOR

The County Administrator gave a report on behalf of the Senior Management Team.

HUMAN RESOURCE DIRECTOR

The Board received an update to the Public Health Nurse posting currently advertised. This position request will be reviewed at the next Personnel Committee and returned to the September 22, 2009 County Board meeting for approval.

COMMITTEE REPORTS

A report was given by Commissioner Nystrom on behalf of the Brainerd Lakes Regional Airport Commission.

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


Chair Franzen, upon recommendation of Commissioner Trusty, appointed Judy Rardin to the Human Rights Commission.

ADJOURNMENT

Moved by Commissioner Nystrom seconded by Commissioner Trusty to adjourn, all aye. Motion passed. Meeting adjourned at 11:23 a.m.



Rosemary Franzen, Chair
Board of County Commissioners



Timothy J. Houle
County Administrator

BOARD OF COUNTY COMMISSIONERS
Crow Wing County, Minnesota

DATE: September 8, 2009
OFFERED BY COMMISSIONERS: Trusty and Houge

RESOLUTION #2009-74

ADOPTION OF PROPOSED 2010 BUDGET AND TAX LEVY

BE IT RESOLVED by the Board of Commissioners of Crow Wing County, Minnesota, that the following fund budgets be proposed for the year 2010:

<u>Fund</u>	<u>Expenditures / Transfer Outs</u>	<u>Revenues / Transfer Ins</u>	<u>Fund Balance Inc./Dec.</u>	<u>Tax Levy</u>
County Funds				
General (Countywide)	23,946,229	7,681,719	1,201,230	17,465,740
Regional Library	570,831	-	-	570,831
County Transit	29,645	-	-	29,645
Total General	24,546,705	7,681,719	1,201,230	18,066,216
Highway	12,720,690	8,892,081	150,000	3,978,609
Veteran Service	254,631	17,000	-	237,631
Income Maintenance	5,295,617	3,151,305	(197,964)	1,946,348
Social Services	14,727,588	8,814,086	(201,156)	5,712,346
Health	1,941,694	1,587,128	(18,010)	336,556
Total Community Services	22,219,530	13,569,519	(417,130)	8,232,881
Sr. Volunteer Program	112,130	112,130	-	-
SCORE	1,282,877	1,095,000	(187,877)	-
Timber Development	-	600	600	-
Grants Land	112,000	69,170	(42,830)	-
Tax Forfeited	951,026	1,043,263	92,237	-
Building	191,000	374,378	183,378	-
Environmental Trust	57,229	52,000	(5,229)	-
Subtotal Non-Debt Svc Funds	2,706,262	2,746,541	40,279	-
Capital Note Debt Service	1,207,949	-	(6,329)	1,201,620
Jail Bond Debt Service	1,399,394	-	82,557	1,481,951
C.I.P. Bond Debt Service	2,605,012	-	141,014	2,746,026
Detention Ctr. Bond Debt Svc	404,503	-	5,207	409,710
Airport Bond Debt Service	199,895	104,683	9,471	104,683

Subtotal Debt Service Funds	5,816,753	104,683	231,920	5,943,990
Total County Governmental Funds	68,009,940	32,994,543	1,206,299	36,221,696
Solid Waste Enterprise Fund	2,277,046	1,407,800	(869,246)	-
Total County Funds	70,286,986	34,402,343	337,053	36,221,696

BE IT FURTHER RESOLVED by the Board of Commissioners that the following fund budget for Unorganized Territory be proposed for the year 2010:

<u>Fund</u>	<u>Expenditures / Transfer Outs</u>	<u>Revenues / Transfer Ins</u>	<u>Fund Balance Inc./ (Dec.)</u>	<u>Tax Levy</u>
Unorganized Townships				
First Assessment				
Revenue	64,575	-	35,425	100,000
Fire	175,000	-	10,000	185,000
Road and Bridge	375,000	38,000	33,000	370,000
Total First Assessment	614,575	38,000	78,425	655,000
Second Assessment				
Revenue	7,875	500	(1,375)	6,000
Fire	2,621	-	-	2,621
Road and Bridge	23,000	3,500	-	19,500
Total Second Assessment	33,496	4,000	(1,375)	28,121

BE IT FURTHER RESOLVED by the Board of Commissioners that the following budget for Crow Wing County Housing and Redevelopment Authority be proposed for the year 2010:

<u>Fund</u>	<u>Expenditures / Transfer Outs</u>	<u>Revenues / Transfer Ins</u>	<u>Fund Balance Inc./ (Dec.)</u>	<u>Tax Levy</u>
Crow Wing County HRA (All Funds)	77,250	35,500	14,750	56,500

BE IT FURTHER RESOLVED the proposed budget includes the following special levies as required by the state for levy limitations:

Bonded Indebtedness (Net Tax Capacity Based)	4,742,370
Certificates of Indebtedness	1,201,620
Payments for Bonds of another Local Unit of Government	116,126
Increases in Matching Fund Requirements for State or Federal Grants	441,986
PERA Employer Contribution Rate Increases	436,096
Operating or Maintenance Costs of a County Jail	3,533,411
2008 and 2009 Unallotted Aids and Credits	1,031,930
	30,000

One-half the costs of confining Sex Offenders Undergoing the Civil Commitment Process

Total Special Levies

11,533,539

BE IT FURTHER RESOLVED the proposed budget expenditures and revenues are to be reviewed and may be adjusted by December 15, 2009.

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 September 8, 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 22nd day of September 2009.

TIMOTHY J. HOULE
COUNTY ADMINISTRATOR

YES

NO

DISTRICT #1 – TRUSTY	<u> X </u>	<u> </u>
DISTRICT #2 – THIEDE	<u> </u>	<u> </u>
DISTRICT #3 – NYSTROM	<u> X </u>	<u> </u>
DISTRICT #4 – FRANZEN	<u> X </u>	<u> </u>
DISTRICT #5 – HOUGE	<u> X </u>	<u> </u>