

Carlton County
Board of Commissioners
*****REGULAR SESSION*****

May 10, 2016

8:30 a.m.

Carlton County Transportation Building

A. Administrative

1. Roll Call
2. Pledge of Allegiance to the Flag
3. Approve Agenda
4. Approve Minutes of the April 25, 2016, Adjourned Session
5. Visitors:
 - a. Employee Service Awards (see H2)
 - b.
 - c.

B. Human Services

1. Financial
2. Personnel
 - a. Consider refilling Office Support position
3. Administrative
4. Social Services
5. Health Services
6. Income Maintenance
7. Child Support & Collections
8. Commissioner's Comments

B. Human Services (continued)

9. Human Services Advisory Committee Comments
10. Case Action & Licensing of Foster and Day Care Homes

C. Environmental Services

1. Consider one year food waste contract extension for Cloquet Sanitary Service
2. Accept/set Tire Recycling Fee Schedule
3. Consider Revised Fee Schedule
4. Consider Proposals for Recycling Shed Contract
5. Consider write off of bad debt – Transfer Station
6. Approve 2016 Facility License renewals
7. Approve the 2016 Solid Waste and/or Recycling Facility renewals

D. Land and Building

1. Results of May 5, 2016, Timber Auction - Informational

E. Transportation

1. Recommend Contract Award for CR 116, 117 & 119 Paving Project

F. Public Safety

G. Tax Matters

1. Application for Property Classification Change:
 - a. Carlton County (Donald Clark) City of Cromwell Payable 2016
 - b. Carlton County (State of Minnesota) City of Carlton Payable 2016

H. Administrative - Other

1. Approve the following Liquor License Renewals for 2016-2017:

29 Pines Golf Course	Americinn of Carlton	Big Lake Golf	Elmwood Inn
Esko Liquor's	Gamper's	Park Lake Resort	Pine Hill Golf Club
Rob's Mahtowa Tavern	Spirits	Tall Pine Liquor	The Lounge on Big Lake Shores
TJ's	Eskimo Pies		

2. Employee Service Awards:

Roxanne Oswald	Auditor/Treasurer Offices	30 Years
Robert Walker	Building Maintenance	30 Years
Michael Soderstrom	Sheriff Department	25 Years
Patti Martin	Public Health/Human Services	20 Years
Laura Eng	Public Health/Human Services	10 Years
Paula Danelski	Public Health/Human Services	10 Years

3. Accept/approve the March 2016, Expenditure Listing
4. Discuss/approve budget policy statement and budget direction

I. Unorganized Township Matters

J. Commissioners Comments and Meetings Attended

K. Correspondence

Carlton County Board of Commissioners
Item for Consideration / Agenda Item Cover Sheet

B
2-a
Agenda Item #

To: Chairperson, Carlton County Board of Commissioners Meeting Date: 5-10-2016
Via: Paul Gassert, County Auditor/Treasurer
From: Carrie Umpierre
Title of Item for Consideration: Office Support Refill Request Due to Retirement
Presenter: Dennis Genereau

Type of Action Requested (check all that apply)

- Info only, no action requested at this time
 Award contract or bid
 Approve by resolution (attached)

Fiscal Impact (check all that apply)

- Item included under current budget Yes No NA
Budget adjustment required Yes No NA
Reviewed by Finance Committee Yes No NA

Staffing Impact

- Duties of a County employee(s) may be materially affected Yes No NA
Applicable job description(s) may require revision Yes No NA
Item may change the department's authorized staffing level Yes No NA
Reviewed by Human Resources Yes No NA

Other

- Reviewed by other Committee, Board or Commission Yes No NA
If yes, what was their recommendation _____

Summary

After more than 14 years of service to Carlton County Public Health & Human Services Judy Anitla, Office Support Specialist is retiring. This request to the board is for refilling her position.

Supporting Attachments

- _____

Motion By _____ Seconded By _____

TO: _____

Action on Motion: _____ AYE _____ NO _____ ABSTAIN

Motion: Carried Defeated

Adopted December 8, 2015
Revised April 12, 2016

Carlton County Board of Commissioners
Item for Consideration / Agenda Item Cover Sheet

C-1
Agenda Item #

To: Chairperson, Carlton County Board of Commissioners Meeting Date: May 10, 2016
Via: Paul Gassert, County Auditor/Treasurer
From: Heather Cunningham
Title of Item for Consideration: Consider one year food waste contract extension for Cloquet Sanitary Service
Presenter: Heather Cunningham

Type of Action Requested (check all that apply)

- Info only, no action requested at this time
 Award contract or bid
 Approve by resolution (attached)
 Contract extension

Fiscal Impact (check all that apply)

- Item included under current budget Yes No NA
Budget adjustment required Yes No NA
Reviewed by Finance Committee Yes No NA

Staffing Impact

- Duties of a County employee(s) may be materially affected Yes No NA
Applicable job description(s) may require revision Yes No NA
Item may change the department's authorized staffing level Yes No NA
Reviewed by Human Resources Yes No NA

Other

- Reviewed by other Committee, Board or Commission Yes No NA
If yes, what was their recommendation _____

Summary

The Agreement with Cloquet Sanitary Service to collect and transport food waste from the Transfer Station expires on June 30, 2016.
The Agreement allows an extension for one year at the same rate for up to three times.
This will be the second extension of the Agreement.

Supporting Attachments

-

Motion By _____ Seconded By _____
TO: _____
Action on Motion: _____ AYE _____ NO _____ ABSTAIN
Motion: Carried Defeated

Adopted December 8, 2015
Revised April 12, 2016

Carlton County Board of Commissioners
Item for Consideration / Agenda Item Cover Sheet

C-2
Agenda Item #

To: Chairperson, Carlton County Board of Commissioners Meeting Date: May 10, 2016
Via: Paul Gassert, County Auditor/Treasurer
From: Heather Cunningham
Title of Item for Consideration: Tire Recycling Prices
Presenter: Heather Cunningham

Type of Action Requested (check all that apply)

- Info only, no action requested at this time
 Award contract or bid
 Approve by resolution (attached)
 Approve attached rate schedule for tires

Fiscal Impact (check all that apply)

- Item included under current budget Yes No NA
Budget adjustment required Yes No NA
Reviewed by Finance Committee Yes No NA

Staffing Impact

- Duties of a County employee(s) may be materially affected Yes No NA
Applicable job description(s) may require revision Yes No NA
Item may change the department's authorized staffing level Yes No NA
Reviewed by Human Resources Yes No NA

Other

- Reviewed by other Committee, Board or Commission Yes No NA
If yes, what was their recommendation _____

Summary

Due to an increase in tire recycling prices set by Liberty Tire Recycling, it is necessary to raise the gate fees for tires at the Carlton County Transfer Station.

Supporting Attachments

- Proposed Tire Recycling Prices Effective June 1, 2016

Motion By _____ Seconded By _____

TO: _____
Action on Motion: _____ AYE _____ NO _____ ABSTAIN

Motion: Carried Defeated

Adopted December 8, 2015

Revised April 12, 2016

Tire Recycling Prices June 1, 2016

PASSENGER TIRES

<u>Passenger Tire</u>	CURRENT	PROPOSED
12"-16" tire only	\$ 2.60 per tire	\$ 2.70
12"-16" tire with rim	\$ 4.00 per tire	\$ 4.20

TRUCK TIRES

Light Truck

16"-20" tire only	\$ 3.50 per tire	\$ 3.65
16"-20" tire with rim	\$ 5.30 per tire	\$ 5.60

Medium Truck

20"-24" tire only	\$ 10.50 per tire	\$ 11.00
20"-24" tire with rim	\$ 18.50 per tire	\$ 19.50

Duplex/Super single

Tire only	\$ 14.00 per tire	\$ 15.00
Tire with rim	\$ 23.00 per tire	\$ 24.00

AGRICULTURAL

Small

4'-5' tire only	\$ 31.50 per tire	\$ 44.00
4'-5' tire with rim	\$ 43.50 per tire	\$ 56.00

Medium

5'-6' tire only	\$ 42.50 per tire	\$ 55.00
5'-6' tire with rim	\$ 63.50 per tire	\$ 76.00

Large

7'-8' tire only	\$ 54.50 per tire	\$ 67.00
7'-8' tire with rim	\$ 73.50 per tire	\$ 86.00

OTHER TIRES

<u>Skidsteer/Bobcat</u>	\$ 7.00 per tire	\$ 7.00
<u>Motorcycle</u>	\$ 2.00 per tire	\$ 2.00
<u>Off Road</u>	\$ 345.00 per ton	\$ 345.00

Carlton County Board of Commissioners
Item for Consideration / Agenda Item Cover Sheet

C-3
Agenda Item #

To: Chairperson, Carlton County Board of Commissioners Meeting Date: May 10, 2016
Via: Paul Gassert, County Auditor/Treasurer
From: Heather Cunningham
Title of Item for Consideration: Consider Revised Fee Schedule
Presenter: Heather Cunningham

Type of Action Requested (check all that apply)

- Info only, no action requested at this time
 Award contract or bid
 Approve by resolution (attached)
 Approve Zoning and Environmental Services Fee Schedule

Fiscal Impact (check all that apply)

- Item included under current budget Yes No NA
Budget adjustment required Yes No NA
Reviewed by Finance Committee Yes No NA

Staffing Impact

- Duties of a County employee(s) may be materially affected Yes No NA
Applicable job description(s) may require revision Yes No NA
Item may change the department's authorized staffing level Yes No NA
Reviewed by Human Resources Yes No NA

Other

- Reviewed by other Committee, Board or Commission Yes No NA
If yes, what was their recommendation _____

Summary

Requesting to revise Zoning and Environmental Services Fee Schedule to remove Sewer Compliance and Water Testing mileage.
This office is recommending a flat rate.

Supporting Attachments

- Proposed Fee Schedule
 Current Fee Schedule

Motion By _____ Seconded By _____
TO: _____

Action on Motion: _____ AYE _____ NO _____ ABSTAIN
Motion: Carried Defeated

Adopted December 8, 2015
Revised April 12, 2016

CARLTON COUNTY ZONING AND ENVIRONMENTAL SERVICES

301 Walnut Avenue, Room 103

P.O. Box 220

Carlton, MN 55718

218-384-9176

www.co.carlton.mn.us

FEE SCHEDULE – Effective May 13, 2015

ZONING PERMIT/LAND USE PERMIT

Accessory Structure <200 sq. ft.	\$25.00
Accessory Structure >200 sq. ft.	\$50.00
Accessory Structure Addition	\$25.00
Dwelling	\$100.00
Dwelling Addition	\$75.00
Dwelling Deck	\$50.00
Commercial/Industrial Building (primary)	\$150.00
Commercial/Industrial Addition (primary)	\$100.00
Commercial/Industrial Accessory Structure (or addition)	\$75.00
Signs: On Site	\$50.00
Signs: Off Site	\$150.00
Signs: Annual Renewal <50 sq. ft.	\$10.00
Signs: Annual Renewal 51-300 sq. ft.	\$20.00
Signs: Annual Renewal 301 + sq. ft.	\$50.00
Shoreland Alterations – Zoning Permit	\$75.00
Tower (Communications)	\$150.00
Tower Antennas/Antenna Replacement	\$100.00
Borrow Pit	\$75.00
Conditional or Interim Use	\$250.00 + \$46 Recording fee = \$296.00
Variance	\$250.00 + \$46 Recording fee = \$296.00
Appeal of Administrative Decision	\$250.00 + \$46 Recording fee = \$296.00
Rezoning/Zoning Amendment-Residential/Agriculture	\$300.00 + \$46 Recording fee = \$346.00
Rezoning/Zoning Amendment-Commercial/Industrial	\$500.00+ \$46 Recording fee = \$546.00
New E-911 Address Fee	\$50.00
After-the-Fact – 1 st Notice (plus permit fee)	\$100.00 +
After-the-Fact – 2 nd Notice (plus permit fee)	\$200.00 +
After-the-Fact – 3 rd Notice (plus permit fee)	\$400.00 +

SUBDIVISIONS

Administrative Subdivision – Create up to 4 lots	\$75.00
Administrative Subdivision – Lot Line Adjustment	\$50.00
County Surveyor Review Fee – if required	\$50.00+ mileage
Minor Subdivision	\$100.00
County Surveyor Review Fee – if required	\$75.00+ mileage
Preliminary Plat	\$500.00
Final Plat – plus per lot fee	\$300.00
Per lot fee	\$10.00

SEWER PERMIT

0 - 1,000 GPD – Drainfield/Bed	\$200.00
0 - 1,000 GPD – Mound/At Grade	\$250.00
1,001 - 2,500 GPD – Drainfield/Bed	\$400.00
1,001 - 2,500 GPD – Mound/At Grade	\$500.00
2,501 – 5,000 GPD – Drainfield/Bed	\$600.00
2,501 – 5,000 GPD – Mound/At Grade	\$800.00
5,001 – 10,000 GPD – Drainfield/Bed	\$1,000.00
5,001 – 10,000 GPD – Mound/At Grade	\$1,500.00
Holding Tank	\$150.00
Operating Permit Renewal	\$50.00
Review Revised Design	\$100.00
Re-Inspection	\$100.00
Sewer Compliance only – existing system	\$100.00 + mileage
ENVIRONMENTAL ASSESSMENT WORKSHEET (EAW)	
EAW Staff Fee	\$500.00
Fee does not include expense for a consultant to prepare EAW	

WETLAND CONSERVATION ACT

Certificate of Exemption or No Loss	\$50.00
Banking Application	\$400.00
Delineation Review	\$100.00
Replacement Plan <10,000 sq. ft.	\$150.00
Replacement Plan 10,000 sq. ft. – 1 acre	\$250.00
Replacement Plan - over 1 acre	\$500.00 per acre
After-the-Fact	Double

WATER TESTING

First Test	\$40.00
Each Additional Test	\$10.00 each
Water Pickup	\$50.00 + mileage
Water Pickup and Sewer Compliance	\$150.00 + mileage
Lead Test	\$40.00 + mileage

Carlton County Board of Commissioners
Item for Consideration / Agenda Item Cover Sheet

C-4
Agenda Item #

To: Chairperson, Carlton County Board of Commissioners Meeting Date: May 10, 2016
Via: Paul Gassert, County Auditor/Treasurer
From: Heather Cunningham, Zoning and Environmental Services Administrator
Title of Item for Consideration: Consider Proposals for Recycling Shed Contract
Presenter: Heather Cunningham

Type of Action Requested (check all that apply)

- Info only, no action requested at this time
 Award contract or bid
 Approve by resolution (attached)

Fiscal Impact (check all that apply)

- Item included under current budget Yes No NA
Budget adjustment required Yes No NA
Reviewed by Finance Committee Yes No NA

Staffing Impact

- Duties of a County employee(s) may be materially affected Yes No NA
Applicable job description(s) may require revision Yes No NA
Item may change the department's authorized staffing level Yes No NA
Reviewed by Human Resources Yes No NA

Other

- Reviewed by other Committee, Board or Commission Yes No NA
If yes, what was their recommendation _____

Summary

Proposals were solicited from ten contractors and a Notice for Proposals was published in the Star Gazette on April 21, 2016. Two contractors responded with a bid. Attached is a summary of the 2016 Recycling Shed Proposals. Cloquet Riverside Recycling (Cloquet Sanitary Service) has provided the lowest bid. Please accept the proposal of \$59,400 annually from Cloquet Riverside Recycling (Cloquet Sanitary Service) effective July 1, 2016.

Supporting Attachments

- Abstract of Proposals, Agreement for Collection of Recyclable Materials

Motion By _____ Seconded By _____

TO: _____

Action on Motion: _____ AYE _____ NO _____ ABSTAIN

Motion: Carried Defeated

Adopted December 8, 2015
Revised April 12, 2016

2016 Recycling Shed Proposals

Vendor	Staffed/Mo.	Annual	Unstaffed/mo	Annual	Combined/mo	Annual	Alternate
1 Cloquet Riverside Recycling					\$ 4,950.00	\$ 59,400.00	
2 A-1 Disposal					\$ 8,470.00	\$ 101,640.00	
3							
4							
5							
6							
7							
8							
9							
10							

Carlton County Board of Commissioners Item for Consideration / Agenda Item Cover Sheet

Approved and Adopted on March 10, 2015

C-6
Agenda Item #

To: Chairperson, Carlton County Board of Commissioners

Date: May 5, 2016

Via: Paul Gassert, County Auditor/Treasurer

From: Heather Cunningham, Zoning and Environmental Services Administrator

Item for Consideration: Approve 2016 facility license renewals F1601-F1602

Requested Meeting Date: May 10, 2016

Presenter: Heather Cunningham

Type of Action Requested (check all that apply)

- Info only, no action requested
- Discussion only with possible future action
- Adopt Ordinance, Policy, or Revision
- Letter/Award Bid or Quote (attach copy of bid/quote comparison)
- Approve/adopt proposal by resolution (attach draft resolution)
- Authorize (re)filling staff position
- Request to schedule public hearing/meeting
- Item to be referred to _____ Committee/Commission
- Request by member of the public to be heard
- Item to be table until future meeting on _____
- Item to be addressed in closed session under MN Statute
- Other (please list) Approve 2016 facility license renewals 1601-1602

Fiscal Impact (check all that apply)

Reviewed by the Finance Committee Yes No

Is this item in the current approved budget: Yes No (attach explanation) Partially _____

What type of expenditure is this? Operating Capital Improvement Project Other (attach explanation)

Revenue line or account that funds this item: _____

Expenditure line or account for this item: _____

Budget adjustment required Yes No Budget Year(s) _____

Federal/State Grant Funds applicable Yes No Federal/State Grant No. _____ CFDA No. _____

Staffing Impact (Any yes answer requires a review by Human Resources Department before going to the Board)

Duties of a department employee(s) may be materially affected. Yes No

Applicable job description(s) may require revision. Yes No

Item may impact a bargaining unit agreement or county work policy. Yes No

Item may change the department's authorized staffing level. Yes No

HR Review

Other Impact

Reviewed by other Committee(s). Yes No

If so, which Committee and what was their recommendation? _____

Supporting Attachment(s)

- Memorandum Summary of Item
- Copy of applicable county policy and/or ordinance (excerpts acceptable)
- Copy of applicable state/federal statute/regulation (excerpts acceptable)
- Copy of applicable contract and/or agreement
- Bid/quote comparison worksheet
- Draft County Board resolution
- Copy of previous minutes related to this issue
- Other supporting document(s) (Please list) Facility applicant list for approval

CC: _____

Provide copies of supporting documentation **NO LATER THAN Thursday at 12:00 p.m.** to make the Board's agenda packet for the following Monday/Tuesday. Items **MAY NOT** be placed on the Board agenda except in emergency situations unless complete documentation is provided for mailing in the Board packets.

No.	Company	Year	Vehicle Make	Vehicle Model	Capacity	Axles	License #	Fee	Rct #
1	1601 A-1 Disposal	2000	IH	4900	20 yd	3	YBM5008	\$200.00	53850
2	1602 A-1 Disposal	1991	IH	4900	18 yd	3	YBL6639		
3	1603 A-1 Disposal	2002	Freightliner	Condor	18 yd	2	YBN8384		
4	1604 A-1 Disposal	2002	GMC	8500	16 yd	3	YBN8387		
5	1605 A-1 Disposal	1997	Peterbilt	320	22 yd	2	YBL6641		
6	1606 A-1 Disposal	2002	IH	4900	25 yd	3			
7	1607 Cloquet Sanitary Service	2006	Sterling	Acterra	11 yd	3	YBH8893	\$450.00	53830
8	1608 Cloquet Sanitary Service	1997	Mack	Midliner	18 yd	3	YBM5504		
9	1609 Cloquet Sanitary Service	2002	Freightliner	Condor	16 yd	3	YAN3531		
10	1610 Cloquet Sanitary Service	1996	Volvo	FE	18 yd	3	YBP1031		
11	1611 Cloquet Sanitary Service	2004	Sterling	Acterra	18 yd	3	YBK5635		
12	1612 Cloquet Sanitary Service	2005	Sterling	Acterra	Van body	2	YBE8128		
13	1613 Cloquet Sanitary Service	1995	Ford	LS9000	20 yd	3	YBK5619		
14	1614 Cloquet Sanitary Service	1985	Ford	LS8000	18 yd	3	YAT6146		
15	1615 Cloquet Sanitary Service	2001	Ford	F550	Rolloff	2	YAN4104		
16	1616 Cloquet Sanitary Service	2005	Ford	F550	Rolloff	2	YBD7968		
17	1617 Cloquet Sanitary Service	1992	GMC/White		26 yd	3	YBE1037		
18	1618 Cloquet Sanitary Service	2000	Mack	RD688s	Rolloff	4	YAG4634		
19	1619 Cloquet Sanitary Service	2005	Mack	Granite	Rolloff	4	YAT5537		
20	1620 Cloquet Sanitary Service	2007	Mack	Granite	Rolloff	4	YAX5105		
21	1621 Cloquet Sanitary Service	1996	International		18 yd	3	YBE1035		
22	1622 Cloquet Sanitary Service	2004	Freightliner	M2	18 yd	3	YBN8379		
23	1623 Floodwood Services and Training	2005	Ford	BV ECO E350	15 passenger van	2	937050	\$35.00	53844
24	1624 Heikes Garbage Inc.	1999	Ford	F550	10 yd	2		\$100.00	53846
25	1625 Heikes Garbage Inc.	2000	Ford	F650	13 yd	3			
26	1626 Mike's Sanitation	1995	International	4900	20 yd	2	YBA3414	\$150.00	53851
27	1627 Mike's Sanitation	1992	Ford	L8000	18 yd	1	YAN7368		
28	1628 Mike's Sanitation	2006	Ford	F550	8 yd	1	YB12197		
29	1629 Mike's Sanitation	1996	Chev	3500	6 yd	1	YBH1294		
30	1630 Nordstrom's Sanitation Service	1993	International	199	20 yd	2	YBK2453K	\$200.00	53855
31	1631 Nordstrom's Sanitation Service	2004	International		20 yd	3	YAS9980		
32	1632 Nordstrom's Sanitation Service	2008	International		20 yd	3	YBC7863N		
33	1633 Nordstrom's Sanitation Service	1991	Mack Rolloff		10-25 yd	3	YBB2910P		
34	1634 Nordstrom's Sanitation Service	2003	Chev Pickup			2	846CDC		
35	1635 Nordstrom's Sanitation Service	1995	Lodal		20 yd	3	YAK4262		
36	1636 North State Services	1980	Ford	F800	20 yd	3	YBD4859	\$125.00	53838
37	1637 North State Services	1995	International	4900	20 yd	3	YBD4886		
38	1638 North State Services	1993	International	4900	20 yd	3	YBD6622		
39	1639 Safety-Kleen Systems, Inc.	2016	Peterbilt	Box truck (348)	54,600 lbs	3	P882137	\$125.00	53845
40	1640 Safety-Kleen Systems, Inc.	2012	Kenworth	Box truck (T270)	26,000 lbs	2	YBG6124		
41	1641 Safety-Kleen Systems, Inc.	2007	International	Box truck (4300)	33,000 lbs	2	P593456		

Carlton County Board of Commissioners Item for Consideration / Agenda Item Cover Sheet

Approved and Adopted on March 10, 2015

C-7
Agenda Item #

To: Chairperson, Carlton County Board of Commissioners

Date: May 5, 2016

Via: Paul Gassert, County Auditor/Treasurer

From: Heather Cunningham, Zoning and Environmental Services Administrator

Item for Consideration: Approve 2016 solid waste and/or recycling license renewals #1601-1641

Requested Meeting Date: May 10, 2016

Presenter: Heather Cunningham

Type of Action Requested (check all that apply)

- Info only, no action requested
- Discussion only with possible future action
- Adopt Ordinance, Policy, or Revision
- Letter/Award Bid or Quote (attach copy of bid/quote comparison)
- Approve/adopt proposal by resolution (attach draft resolution)
- Authorize (re)filling staff position
- Request to schedule public hearing/meeting
- Item to be referred to _____ Committee/Commission
- Request by member of the public to be heard
- Item to be table until future meeting on _____
- Item to be addressed in closed session under MN Statute
- Other (please list) Approve annual license renewals #1601-1641

Fiscal Impact (check all that apply)

- Reviewed by the Finance Committee Yes No
- Is this item in the current approved budget: Yes No (attach explanation) Partially _____
- What type of expenditure is this? Operating Capital Improvement Project Other (attach explanation) _____
- Revenue line or account that funds this item: _____
- Expenditure line or account for this item: _____
- Budget adjustment required Yes No Budget Year(s) _____
- Federal/State Grant Funds applicable Yes No Federal/State Grant No. _____ CFDA No. _____

Staffing Impact (Any yes answer requires a review by Human Resources Department before going to the Board)

- Duties of a department employee(s) may be materially affected. Yes No
- Applicable job description(s) may require revision. Yes No
- Item may impact a bargaining unit agreement or county work policy. Yes No
- Item may change the department's authorized staffing level. Yes No

HR Review

Other Impact

Reviewed by other Committee(s). Yes No

If so, which Committee and what was their recommendation? _____

Supporting Attachment(s)

- Memorandum Summary of Item
- Copy of applicable county policy and/or ordinance (excerpts acceptable)
- Copy of applicable state/federal statute/regulation (excerpts acceptable)
- Copy of applicable contract and/or agreement
- Bid/quote comparison worksheet
- Draft County Board resolution
- Copy of previous minutes related to this issue
- Other supporting document(s) (Please list) Applicant list for approval

CC: _____

Provide copies of supporting documentation **NO LATER THAN Thursday at 12:00 p.m.** to make the Board's agenda packet for the following Monday/Tuesday. Items **MAY NOT** be placed on the Board agenda except in emergency situations unless complete documentation is provided for mailing in the Board packets.

2016
LICENSE RENEWAL
FACILITIES

No.	Facility	Type	Fee
F1601	City of Cloquet	Yard/Waste Compost	N/C
F1602	Nordstrom's Transfer Facility	Transfer Station	\$50.00

Carlton County Board of Commissioners
Item for Consideration / Agenda Item Cover Sheet

E-1
Agenda Item #

To: Chairperson, Carlton County Board of Commissioners Meeting Date: 5/10/2016
Via: Paul Gassert, County Auditor/Treasurer
From: Transportation
Title of Item for Consideration: Recommend Award for CR 116, 117, 119 Paving Projects
Presenter: Mike Tardy

Type of Action Requested (check all that apply)

- Info only, no action requested at this time
 Award contract or bid
 Approve by resolution (attached)

Fiscal Impact (check all that apply)

- Item included under current budget Yes No NA
Budget adjustment required Yes No NA
Reviewed by Finance Committee Yes No NA

Staffing Impact

- Duties of a County employee(s) may be materially affected Yes No NA
Applicable job description(s) may require revision Yes No NA
Item may change the department's authorized staffing level Yes No NA
Reviewed by Human Resources Yes No NA

Other

- Reviewed by other Committee, Board or Commission Yes No NA
If yes, what was their recommendation _____

Summary

Bid opening on Monday, May 9th

Supporting Attachments

-

Motion By _____ Seconded By _____

TO: _____

Action on Motion: _____ AYE _____ NO _____ ABSTAIN

Motion: Carried Defeated

Adopted December 8, 2015
Revised April 12, 2016

A G E N D A

CARLTON COUNTY
BOARD OF COMMISSIONERS

MEETING DATE: **May 10, 2016**

ITEM NO. H-2	TITLE OF ITEM FOR CONSIDERATION: EMPLOYEE SERVICE AWARDS	ORIGINATED BY: Dennis Genereau, Jr.
		REVIEWED BY: Dennis Genereau, Jr.
PREVIOUS ACTION ON THIS ITEM: None		

Background: The employee(s) listed below are scheduled to appear to receive a service award on May 10, 2016, at 8:30 am at the County Board Meeting.

Roxanne Oswald	Auditor Treasurer	30 Years
Robert Walker	Building Maintenance	30 Years
Michael Soderstrom	Sheriff's Office	25 Years
Patti Martin	Public Health & Human Service	20 Years
Laura Eng	Public Health & Human Service	10 Years
Paula Danelski	Public Health & Human Service	10 Years

ACTION REQUESTED: Presentation of awards.

Financial Implications Of Action:

Motion By: _____ **Seconded By:** _____

TO: _____

Action on Motion: ___ AYE ___ NAY ___ ABSTAIN

Motion: Carried: _____ Defeated: _____

H-3

CARLTON COUNTY
Expenditures for the Month of March 2016

Board Bills	\$2,317,625.02
Payroll	1,601,436.34
Other	0.00
Total	<u><u>\$3,919,061.36</u></u>

Motion made by:

Motion seconded by:

Expenditures by Fund

1 Revenue	\$890,388.62
10 Road and Bridge	506,465.55
11 Public Health & Human Services	1,907,695.13
36 2010A Community Services Center (BAB)	0.00
38 2010B Community Service Center (RZB)	0.00
40 Refunding Bonds	0.00
70 Current Taxes	0.00
71 Motor Vehicle	428,726.14
72 Delinquent Taxes	0.00
73 State Fund	47,412.44
74 Forfeited Tax	40,923.97
75 Economic Development (IRRRB)	27,894.32
76 Refunding Fund	69,555.19
78 Schools	0.00
79 Towns and Cities	0.00
80 ISTS Loan Program	0.00
Total	<u><u>\$3,919,061.36</u></u>

Carlton County Board of Commissioners
Item for Consideration / Agenda Item Cover Sheet

H-3
Agenda Item #

To: Chairperson, Carlton County Board of Commissioners Meeting Date: May 10, 2016
Via: Paul Gassert, County Auditor/Treasurer
From: Dennis Genereau
Title of Item for Consideration: Discuss and approve budget policy statement and budget direction
Presenter: Dennis Genereau

Type of Action Requested (check all that apply)

- Info only, no action requested at this time
 Award contract or bid
 Approve by resolution (attached)

Fiscal Impact (check all that apply)

- Item included under current budget Yes No NA
Budget adjustment required Yes No NA
Reviewed by Finance Committee Yes No NA

Staffing Impact

- Duties of a County employee(s) may be materially affected Yes No NA
Applicable job description(s) may require revision Yes No NA
Item may change the department's authorized staffing level Yes No NA
Reviewed by Human Resources Yes No NA

Other

- Reviewed by other Committee, Board or Commission Yes No NA
If yes, what was their recommendation .

Summary

Supporting Attachments

-

Motion By _____ Seconded By _____

TO: _____

Action on Motion: _____ AYE _____ NO _____ ABSTAIN

Motion: Carried Defeated

Adopted December 8, 2015

Revised April 12, 2016