

**Carlton County
Board of Commissioners
REGULAR SESSION - Rough Draft
Tuesday, October 13, 2015
8:30 a.m.**

The Carlton County Board of Commissioners met this 13th day of October, 2015, in Regular Session at the Carlton County Transportation Building.

Members present: Bodie, Brenner, Peterson, Proulx, and Zmyslony. Absent: None.

The meeting opened with The Pledge of Allegiance to the Flag.

Motion by Brenner, seconded by Peterson, and carried by all yea votes to approve the Agenda as amended.

Motion by Zmyslony, seconded by Proulx, and carried by all yea votes to approve the Minutes of the September 28, 2015, Adjourned Board Meeting.

State Representative Mike Sundin, Minnesota State Representative District 11A, was present to answer legislative questions/concerns. Mr. Sundin spoke to the issue of the County Attorney providing prosecutorial services on behalf of the State for issues arising at the MSOP Facility in Moose Lake.

Motion by Proulx, seconded by Peterson, and carried by all yea votes to authorize the submission of a letter from the Carlton County Board of Commissioners, to support efforts to allow for the County Attorney to provide prosecutorial services on behalf of the State for issues arising at the MSOP Facility in Moose Lake.

Motion by Brenner, seconded by Peterson, and carried by all yea votes to accept the recommendation of the Carlton County Wetlands Technical Evaluation Panel and approve the following Wetlands Replacement Plan:

No. 615027, Minnesota Power, corrective action to reinforce the embankment of Forbay Lake as a requirement of the Federal Energy Regulatory Commission. The proposed wetland impact is 5,663 square feet (0.13 acres) of Type 4 (deep marsh). The wetland impact is located in the 3 – St. Louis River Watershed in Bank Service Area 1. The proposed replacement is via wetland banking from wetland bank account 1532 in the 2 – Lake Superior (south) Watershed in bank Service Area 1. Replacement is at the 1:1 ratio.

Motion by Zmyslony, seconded by Proulx, and carried by all yea votes to accept the recommendation of the Carlton County Planning Commission and approve the following Conditional Use Permit with conditions as on file in the Zoning Office:

No. 415009, Timber Limited LLC, to operate a concrete paver manufacturing business on property described as Part of the Northwest Quarter of the Southwest Quarter, Section Thirty-four (34), Township Forty-seven (47), Range Nineteen (19) in Skelton Township.

Motion by Proulx, seconded by Brenner, and carried by all yea votes to accept the recommendation of the Carlton County Planning Commission and approve the following Conditional Use Permit with conditions as on file in the Zoning Office:

No. 415008, Midwest Electrical Group, to construct and operate a one story, 21 unit apartment building on property described Part of the West Half of the Southwest Quarter, Section Five (25), Township Forty-eight (48), Range Seventeen (17) in Twin Lakes Township.

Motion by Brenner, seconded by Zmyslony, and carried by all yea votes to accept the Planning Commission's recommendation and approve the following Minor Subdivision Permit:

No. 815021, Kyle and Emily Holmes, for property described as the Northeast Quarter of the Southwest Quarter (NE $\frac{1}{4}$ of SW $\frac{1}{4}$), Section Five (5), Township Forty - seven (47), Range Sixteen (16), Wrenshall Township.

Motion by Brenner, seconded by Proulx, and carried by all yea votes, to accept the FY2016 – 7 Natural Resources Block Grant, and to further authorize the County Auditor and Board Chairman to execute the necessary documents for this Grant.

Motion by Proulx, seconded by Zmyslony, and carried by all yea votes to approve the appointment of Commissioner Peterson to serve as the Carlton County representative to the Arrowhead Economic Opportunity Agency. This is a replacement for Commissioner Proulx, who now has a scheduling conflict with the AEOA meetings.

Motion by Proulx, seconded by Peterson, and carried by all yea votes to set a closed session to discuss the Keystone Compensation Study recommendations.

Motion by Peterson, seconded by Proulx, and carried by all yea votes to table discussion on the proposal to set a fee schedule for the release of Ortho Imagery of Pictrometry to private entities.

Motion by Peterson, seconded by Proulx, to set a \$50 fee for governmental entities to access the Ortho Imagery of Pictrometry. No vote was taken on this measure as a motion was made by Proulx, seconded by Peterson, and carried by all yea votes to table consideration of this item.

Motion by Proulx, seconded by Zmyslony, and carried by all yea votes to approve out of state travel for Extension Office staff to attend a training session in Nebraska, October 20 -22, 2015.

Motion by Proulx, seconded by Peterson, and carried by all yea votes to adopt the following resolution: (15-103)

WHEREAS, the County of Carlton on behalf of its County Attorney, Sheriff, and Public Health & Human Services Department desires to enter into Joint Powers Agreements with the State of Minnesota, Department of Public Safety, Bureau of Criminal Apprehension to use systems and tools available over the State's criminal justice data communications network for which the County is eligible. The Joint Powers Agreements further provide the County with the ability to add, modify and delete connectivity, systems and tools over the five year life of the agreement and obligates the County to pay the costs for the network connection.

NOW, THEREFORE, BE IT RESOLVED by the County Board of Carlton, Minnesota as follows:

1. That the State of Minnesota Joint Powers Agreements by and between the State of Minnesota acting through its Department of Public Safety, Bureau of Criminal Apprehension and the County of Carlton on behalf of its County Attorney, Sheriff and Public Health & Human Service Department are hereby approved. Copies of the three Joint Powers Agreements are attached to this Resolution and made a part of it.
2. That the Sheriff, Kelly Lake, or his or her successor, is designated the Authorized Representative for the Sheriff. The Authorized Representative is also authorized to sign any subsequent amendment or agreement that may be required by the State of Minnesota to maintain the County's connection to the systems and tools offered by the State. To assist the Authorized Representative with the administration of the agreement. Name or position name is appointed as the Authorized Representative's designee.
3. That the County Attorney, Thomas Pertler, or his or her successor, is designated the Authorized Representative for the County Attorney. The Authorized Representative is also authorized to sign any subsequent amendment or agreement that may be required by the State of Minnesota to maintain the County's connection to the systems and tools offered by the State. To assist the Authorized Representative with the administration of the agreement, name or position name] is appointed as the Authorized Representative's designee.
4. That the Director, Dave Lee, or his or her successor. is designated the Authorized Representative for the Public Health & Human Services Department. The Authorized Representative is also authorized to sign any subsequent amendment or agreement that may be required by the State of Minnesota to maintain the County's connection to the systems and tools offered by the State.

To assist the Authorized Representative with the administration of the agreement, name or position name is appointed as the Authorized Representative's designee.

The Regular Meeting closed at 9:20 a.m., to discuss the Keystone Compensation Study recommendations. The meeting reconvened at 10:35 a.m.

Motion by Brenner, seconded by Proulx, and carried by all yea votes to adopt the following resolution: (15-104)

WHEREAS, the Carlton County Board of Commissioners did contract with Keystone Compensation Group, LLC, whereby Keystone provided assistance to Carlton County in the preparation and review of job descriptions, job evaluations, a competitive market analysis, and the development of a new salary structure for Carlton County employees; and

WHEREAS, Keystone has completed said assistance and the County Board has been so advised including but not limited to the following:

Review of job descriptions to ensure consistent terminology and requirements

Evaluation of the jobs as described using the Keystone point factor job leveling system

The conducting of a competitive market analysis for all Carlton County jobs

The calibration of the current wage ranges with in the market

The performance of statistical analysis and creation of graphical illustrations for the relationship between Carlton County pay levels and the market

The preparation of recommendations for revising current wage scales to those based upon the market study, and

Working with Carlton County staff to prepare a cost estimate for the impact of said recommendations in the wage structure on total payroll and individual wages.

NOW, THEREFORE, BE IT RESOLVED that the Carlton County Board of Commissioners does hereby accept the Carlton County Compensation Study as provided by the Keystone Compensation Group, LLC.

BE IT FURTHER RESOLVED that the Carlton County Board of Commissioners does hereby authorize and direct the initial implementation (for wages payable in 2016) of the Study as follows:

\$127,467 Transition all staff onto the step scales in the Keystone Wage Program within their respective grade that is the nearest step equal to or above the one at which they are currently being paid. Any staff that are currently receiving a rate of pay greater than the highest step within their respective grade will be frozen at that rate of pay for 2016.

\$107,238 Begin to move all positions that are currently behind in pay (per the Keystone Wage Program), up the step scale starting with Step 2

\$118,578 Move all eligible staff to their next step effective for the first pay period in July, 2016.

Motion by Proulx, seconded by Zmyslony, and carried by all yeas votes that this meeting be adjourned.

Attest: _____
Paul G. Gassert
County Auditor/Treasurer

Marv Bodie
County Board Chairperson