

Carlton County
Board of Commissioners
*****ADJOURNED SESSION*****
October 24, 2016
4:00 p.m.
Carlton County Transportation Building

A. Administrative - Routine

1. Roll Call
2. Pledge of Allegiance to the Flag
3. Approve Agenda
4. Approve Minutes of the October 11, 2016, Regular Board Meeting
5. Visitors:
 - a.
 - b.
 - c.

B. Human Services

1. Financial
 - a. Approve the Public Health and Human Services Financial Report for September 2016
2. Personnel
3. Administrative
 - a. Notification from Blue Cross – Children’s Mental Health Targeted Case Management
 - b. 6th Judicial Court SAMHSA grant
 - c. Commissioner of Human Services Circle of Excellence Award
4. Social Services
5. Public Health Services
6. Income Maintenance
7. Child Support & Collections

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

C. Zoning and Environmental Services

1. Wetland Conservation Act Replacement Plan #616017 – Automba Township

D. Land and Building

1. FDL Jolicouer Creek Restoration

E. Transportation

1. Final payment to Ulland for the CSAH 5 (University Road) Contract

F. Public Safety

G. Tax Matters

1. Application for Abatement

1769 CC for Thomas Needham Moose Lake Twp

H. Administrative – Other

1. Consider resolution accepting the annual Taconite Tax Fund
2. Registration Fee for Ordinations
3. Approve \$25,000.00 for Mobile Application of Tax/CAMA on Ipads
4. TJ's Country Corner Wet Bar Permit – December, 2016
5. Approve out of state travel for Extension Office staff – NE Forage Council

I. Unorganized Township Matters

J. Commissioners Comments and Meetings Attended

K. Correspondence

1. Notice of Carlton County Township Association Fall Meeting

October 19, 2016

**PUBLIC HEALTH & HUMAN SERVICES FINANCIAL REPORT
ESTIMATED REPORT FOR SEPTEMBER 2016**

BALANCE SHEET:

Cash on Hand - \$ 9,492,026
Receivables - \$ 3,074,667
Fund Equity - \$ 10,651,560
Available fund balance \$ 11,076,499

REVENUE & EXPENDITURES:

REVENUE:

State & Federal revenue over budget by 7.04 %
Other revenue over budget by 9.17 %
Overall revenue over budget by 4.1 %

EXPENDITURES:

Public Aid Assistance on budget at 0.0 %
Personnel Services over budget by 0.5 %
Overhead costs under budget by 0.5 %
Overall expenditures under budget by 0.3 %

As of month end, estimated net result of approximately \$ 424,939.

Kevin

**CARLTON COUNTY PUBLIC HEALTH & HUMAN SERVICES
ESTIMATED BALANCE SHEET
HUMAN SERVICES FUND**

B1 a.

FOR MONTH OF SEPTEMBER 2016

	2015	2016	16 vs 15
ASSETS			
Cash on Hand	\$9,094,275	\$9,488,049	393,774
Petty Cash Fund	3,950	3,977	27
Receivable:			
Taxes - Current	1,080,091	1,333,934	253,843
Taxes - Delinquent	328,112	218,868	(109,244)
Taxes - State County Program Aid	150,125	157,058	6,933
Due from Other Agencies	0	0	0
Accounts Receivable - Other	(850)	3,717	4,567
Revenue Accrual Adjustment (due from DHS & others)	1,094,930	1,361,090	266,160
Prepaid Expenses	0	0	0
Suspense	(282,707)	(114,579)	168,128
TOTAL ASSETS	\$11,467,926	\$12,452,114	984,188
LIABILITIES & FUND EQUITY			
LIABILITIES			
Accounts Payable	\$397,936	\$622,715	\$224,779
Current month Payables			
Salary & Wages Payable	364,910	384,509	19,599
Due other Funds	0	0	0
Due other Gov't Units	168,281	177,401	9,120
Deferred Revenue	136,103	134,670	(1,433)
TOTAL LIABILITIES	\$1,067,230	\$1,319,295	252,065
Reserve for Employee Benefits	50,670	56,320	5,650
Current Revenue/Expenditures		424,939	
TOTAL EQUITY	10,350,026	10,651,560	301,534
TOTAL LIABILITIES & FUND EQUITY	\$11,467,926	\$12,452,114	984,188
Designated fund balance			
	0	0	0
Available fund balance	\$10,350,026	\$11,076,499	\$726,473

**CARLTON COUNTY PUBLIC HEALTH & HUMAN SERVICES
ESTIMATED STATEMENT OF REVENUE & EXPENDITURES
HUMAN SERVICES FUND**

FOR MONTH OF SEPTEMBER 2016

	Current Month 2016	Year To Date 2016	Adjusted Budget 2016	Percent of Budget 75.0%	Over -Under
REVENUE:					
Current Property Taxes	\$627,415	\$5,646,733	\$7,528,977	75.0%	0.0%
State Shared County Program Aid	52,353	471,175	628,233	75.0%	0.0%
State	115,065	2,173,066	3,038,132	71.5%	-3.5%
Federal	294,535	3,311,734	5,069,858	65.3%	-9.7%
Other Revenue	186,965	1,246,457	1,708,730	72.9%	-2.1%
Transfers	3,232	7,739	12,000	64.5%	-10.5%
Revenue Accrual Adjustment		1,361,090			
TOTAL REVENUE	\$1,279,565	\$14,217,994	\$17,985,930	78.1%	4.1%
EXPENDITURES:					
Public Aid Assistance & Contracts	\$407,392	\$4,126,810	\$5,727,524	75.0%	0.0%
(less) 2015 accruals		(454,568)			
est current month accruals		623,607			
Personnel Services	1,538,972	8,602,809	11,544,606	75.5%	0.5%
(less) 2015 accruals		(384,509)			
est current month accruals		497,051			
Operations Overhead			1,050,034	74.5%	-0.5%
Services & Charges	49,699	694,373			
Direct Material & Supplies	14,168	74,939			
Sales Tax/Other Misc	0	822			
(less) 2015 accruals		(90,964)			
est current month accruals		102,685			
TOTAL EXPENDITURES	\$2,010,231	\$13,793,055	\$18,322,164	75.3%	0.3%
Gain (Loss) Revenue over Expenses	(\$730,666)	\$424,939	\$336,234		Use fund balance

NOTE: Revenue & expenditures DO NOT include Collaborative activity
Kevin

B1 a.

	State	Federal	Other
830 SELF (710-3460) max 2,850			830
15,300 IVE SSTS Adm. (1,600/mo - rev 3810-5321)		15,300	
65,700 IV-E FC/MPD (18,300/mo average less rev 5324)		65,700	
0 No NSF RCA (0/mo -rev 3820-5222)	0		
4,200 Child Care 720-3110/3120 (2,100/mo less revenue)	2,100	2,100	
15,000 Rule 5 MH Facilities MA & Insurance(ave 7,500/mo)		7,500	7,500
56,380 E&T 720-3370 (less revenue)	28,190	28,190	
25,800 FSSW Collab (2,500/mo)& Special Ed (2,865/mo less rev)			25,800
8,600 CMH Respite Grant (max 30,000)	8,600		
40,000 CMH-TCM (average 40,000/mo less rev)		24,800	15,200
(133,000) VCAA State Share 1pmt July \$44,360/mo max \$532,268	(133,000)		
7,500 CW-TCM (average 22,000/mo)		7,500	
-----> Total Family Services	\$106,310	(\$94,110)	\$151,920
43,000 Waivered Case Mgmt (avg 43,000/mo)	21,500	21,500	
46,500 MA SSTS &R25 F54 (15,500/mo - rev)AS & FS		46,500	
60,000 Integrated Fund (Max 515,863)	60,000		
22,600 SILS (750-3340 *.70 max 100,000)	22,600		
125,000 LTSS SSTS Admin avg 37k/mo 435&438 State/Fed	62,500	62,500	
5,600 Family Support (750-3350 max 57,573)	5,600		
14,000 MH/V/ADD TCM (avg 14,000/mo)		8,400	5,600
-----> Total Adult Services	\$316,700	172,200	138,900
255,000 IM Adm. (*.4 less Fed rev avg 80k/mo)		255,000	
51,000 MAXIS/MA/GAMC 650-4400 (51,000 mo- rev)	28,050	22,950	
0	0		
-----> Total Income Maintenance	\$306,000	28,050	277,950
130,000 Child Support Adm. (*.66 less rev avg 20k/mo)			130,000
92,000 Collections MA/GAMC/MAXIS (Ave 9,200/mo)			92,000
109,000 Collection Incentives - MA State (Ave \$4,400/mo)	109,000		
24,600 Fed Collection Incentives (Ave \$9,500/mo)		24,600	
-----> Total Child Support Services	\$355,600	109,000	154,600
84,000 Health Svcs A/R - estimated(42k/mo)	63,000		21,000
4,600 SHIP 2.0 Max 45k	4,600		
36,800 LPHG (Pd Qtrly \$146,420 Total) avg 12,200/mo	36,800		
12,000 MCH (YTD - *.75 Max \$45,778) avg 3,800/mo		12,000	
4,600 Public Health Preparedness Max \$19,500		4,600	
18,100 MIECHV 1 & 2 Max 79,240		18,100	
2,380 YSP Max 34,096		2,380	
29,600 WIC (YTD less rev) avg 10k/mo		29,600	
1,500 WIC Breastfeeding Max 7,990		1,500	
13,100 TANF Home visiting (Max 34,977)		13,100	
1,800 CWG		1,800	
16,000 CTC (less St. & fed rev) (Max \$74,253)	8,000	8,000	
0 Canvas Health Max 50k	0		
0 Universal Home Visiting (50,000-rev)collab avg 4,100/mo			0
25,000 PH LTSS LCTS avg.8,300/mo	12,500	12,500	
1,000 EDHI, Follow Along			1,000
26,000 MSHO, MSC+, (Medica Cap Pmt) SNBC HP avg. 26k/mo			26,000
-----> Total Health Services	\$276,480	\$124,900	\$103,580
Agency Total	1,361,090	340,040	826,950
			194,100

LeeAnn Purcell

From: Dave Lee
Sent: Wednesday, October 19, 2016 8:45 AM
To: LeeAnn Purcell
Subject: RE: County Board Agenda

Hi LeeAnn, I have three items, with Julie Juntti submitting one of them soon. Carrie Umpierre is out this week so I will try to also complete the Item for Consideration form if I can find them.

- B-3a
- 1) **Notification by Blue Cross Blue Shield of MN that they will be reducing our Children's Mental Health Targeted Case Management payments**
 - a. In a meeting on October 17, 2016, Blue Plus representative, Beth Nelson, shared that due to large variability in payments from county to county, that they are standardizing payments to counties. Carlton is considered an "outlier" and will have the monthly, per person payment reduced from \$1089 to \$550. We currently have 31 individuals receiving this service being covered by BCBS. If Carlton County chooses to not contract at this lower payment, a private vendor will be contracted with to provide the service. Adult rates will be also reduced by over \$100 per month. Individuals will be given the choice to stay with Blue Plus and the new vendor, or change to another plan if they would like to receive case management services from Carlton County. I recommend sending a letter to Blue Plus challenging the decision with copies being sent to legislative and DHS leaders.
 - B-3b
2) **The 6th Judicial District has received a SAMHSA grant to allow for greater case management capacity for our drug courts in Carlton and St. Louis Counties.** The 2 FTE's are approved by SAMHSA to be hired by St. Louis County but will serve both Carlton and St. Louis County. We are asking that the Board support the grant implementation that includes these 2 FTE's to be hired by St. Louis County and service Carlton County residents.
 - B-3c
3) **Carlton County receives the Commissioner of Human Services Circle of Excellence Award**
 - a. We have been notified that Carlton County, in partnership with Fond du Lac Reservation, have been awarded a 2016 DHS Commissioners "Circle of Excellence Award" for our School Linked Mental Health Program. A video will be made to highlight this program and will be part of the Commissioner's awards ceremony at the Elmer L. Andersen Human Services Building on December 12, 2016 at 2:00PM.

Thank you! Dave

Dave Lee, MA, LP, LMFT, LICSW
Director
Carlton County Public Health & Human Services
218-878-2844

From: LeeAnn Purcell
Sent: Wednesday, October 19, 2016 8:12 AM
To: Amy Turnquist; Brenda Nyberg; Brian Belich; Carrie Umpierre; Cindy Darwin; Connie Christenson; Debra Anderson; Dennis Genereau; Dave Lee; Donna Lekander; Eva Johnson; Greg Bernu; Heather Cunningham; Jody Meyer; Karola Dalen; Kelly Lake; Kevin DeVriendt; Kimberly Franek; Kris Basilici; Lynn Gibson; Marci Moreland; Mike Tardy; Peter Gould; Shanelle Hurst; Thom Pertler
Subject: County Board Agenda

Please have your agenda items to me by noon tomorrow.

LeeAnn Purcell
Carlton County Auditor's Office

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

B-36
Agenda Item #

To: Chairperson, Carlton County Board of Commissioners Meeting Date: 10/24/2016

Via: Paul Gassert, County Auditor/Treasurer

From: Public Health & Human Services

Title of Item for Consideration: Support for hiring 2 FTE Case Managers for Sixth District Treatment Courts (SDTC)

Presenter: Dave Lee

Type of Action Requested (check all that apply)

- Info only, no action requested at this time
 Award contract or bid
 Approve by resolution (attached)
 Board support for implementation of a SAMSHA grant by the Sixth District Treatment Courts including hiring 2FTE case managers

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

Request for Board support for the implementation of a three year, \$975,000 SAMSHA grant award by the Sixth District Treatment Courts (SDTC) including the hiring of 2.0 FTE case managers by St. Louis County to provide services to SDTC participants in both Carlton and St. Louis Counties.

While these positions will be employees of St. Louis County Public Health & Human Services, hired on a contractual basis in partnership with the SDTC using SAMSHA grant funds; they will address the case management needs of Carlton County Drug Court and St. Louis County treatment court participants.

Supporting Attachments

Sixth District Treatment Courts - Implementation of SAMSHA Grant Award

Motion By _____ Seconded By _____

TO: _____

Action on Motion: _____ AYE _____ NO _____ ABSTAIN

Motion: Carried Defeated

Adopted December 8, 2015

Revised April 12, 2016

The Sixth District Treatment Courts (SDTC) applied for the Grant to Expand Substance Abuse Treatment Capacity in Adult Treatment Drug Courts through the Substance Abuse and Mental Health Services Administration (SAMHSA) in April, 2016.

In September, 2016; the Courts were informed they would be awarded \$975,000 over three years (\$325,000 per year). These funds will be used to contract with St. Louis County Public Health and Human Services for two case managers whose services will support the recovery of specialty court participants in St. Louis and Carlton counties, to reserve a bed in a new Opioid Stabilization Unit the Center for Alcohol and Drug Treatment (CADT) is developing, to allow for hepatitis and HIV testing services provided by the Rural AIDS Action Network, and for program evaluation to be conducted by Rainbow Research.

Specific to this request for support, the estimated cost for hiring two case managers; is \$150,000 per year. The Sixth District Court would like to contract with St. Louis County to employ clinical case managers who will liaise with any service providers deemed necessary for a participant (e.g., health care, housing, finances, support groups, vocational services) and will help participants in identifying their goals and strengths. The services and resources will help the participant accomplish his/ her goals and recovery and would support the participant’s self-sufficiency and participation in community life. Case managers will focus on SDTC participants with co-occurring substance use and mental disorders (COD) and those who self-report as opioid users in both St. Louis and Carlton counties.

Sixth District Treatment Courts (SDTC) Opioid and Clinical Case Management Initiative, as made possible through the SAMSHA grant award, is expected to enhance treatment services for participants in five Treatment Courts, including Carlton County Drug Court, in Minnesota’s Sixth Judicial District. The project will serve at least 100 participants each year over three years.

In addition to the case manager positions, grant implementation will support development of an opioid stabilization unit - utilizing medication-assisted treatment (MAT) by the CADT. This will be a first-of-its-kind in Minnesota, 10-bed residential opioid-specific unit with intensive medical supervision, comprehensive assessment, and 24/7 staffing. Partnership with CADT will allow for priority admission for SDTC participants in need of immediate treatment intervention. One bed would be held for SDTC participants.

Through a partnership with the Rural AIDS Action Network (RAAN), grant funds will be used to sponsor “Care Fairs” that include referrals to risk assessment, pre- and post-test counseling, testing, and immediate linkage to medical case management services. Care Fairs will be offered to all participants at each Treatment Court location, twice per year.

Through this initiative, the SDTC expects to increase access to co- occurring treatment services, opioid stabilization services, and HIV/HCV testing and education; yielding reductions in criminal justice system involvement and improved well-being for its participants.

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: October 24, 2016

Via: Paul Gassert, County Auditor/Treasurer

From: Zoning and Environmental Services

Title of Item for Consideration: Wetland Conservation Act Replacement Plan #616017 Automba Township

Presenter: Heather Cunningham, Zoning & Environmental Services Administrator

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 Replacement Plan #616017 Automba Township

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 Wetland Conservation Act Technical Evaluation Panel (WCA TEP) recommended approval at the October 12, 2016 meeting. approval at the October 12, 2016 meeting.

Summary

Supporting Attachments

Minnesota Wetland Conservation Act Notice of Application 616017

Motion By _____ Seconded By _____

TO: _____

Action on Motion: _____ AYE _____ NO _____ ABSTAIN

Motion: Carried Defeated

Adopted December 8, 2015

Revised April 12, 2016

Minnesota Wetland Conservation Act

Notice of Application

Local Government Unit (LGU) Carlton County Zoning & Environmental Services	Address P.O. Box 220 Carlton, MN 55718
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1. PROJECT INFORMATION

Applicant Name Automba Township Dan Reed, Chair 6999 Reed Ln Kettle River, MN 55757	Project Name Palo Road	Date of Application 9/07/16	Application Number 616017
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Type of Application (check all that apply):

<input type="checkbox"/> Wetland Boundary or Type	<input type="checkbox"/> No-Loss	<input type="checkbox"/> Exemption	<input type="checkbox"/> Sequencing
<input checked="" type="checkbox"/> Replacement Plan	<input type="checkbox"/> Banking Plan		

Summary and description of proposed project (attach additional sheets as necessary):

Location of Project: SW ¼ NE ¼ Sections 15, Township 47 North, Range 21 West (PIN 36-010-2290)

Summary of Project: The applicant is requesting approval for an after-the-fact replacement plan. On July 20, 2016, the Wetland Conservation Act Technical Evaluation Panel (WCA TEP) discussed the wetland impacts associated with the Palo Road Bridge Project. The impacts were measured during a site visit on June 30, 2016. Impacts include filling, dredging and excavating in a wetland along the existing Palo Road in conjunction with reconstruction of a bridge crossing on the West Branch Kettle River (9-170). Total impacts included 558 square feet of permanent wetland impacts and 725 square feet of temporary wetland impacts. The WCA TEP has determined Automba Township will need to complete an After-the-Fact application for 558 square feet of permanent wetland impacts. The impacts are After-the-Fact, therefore the replacement ratio for wetland credits will be 2:1, for a total of 1,116 square feet.

The impact is located in the 35-Kettle River Watershed in Bank Service Area 6. The wetland will be replaced via wetland banking, within the same bank service area, from wetland bank account 1379.

Shoreland Wetland Protection Zone: Yes
 Wetland Type: Type 2 (Inland fresh meadow) , Type 6 (Shrub swamp)
 Impact Size: 558 square feet

2. APPLICATION REVIEW AND DECISION

Signing and mailing of this completed form to the appropriate recipients in accordance with 8420.0255, Subp. 3 provides notice that an application was made to the LGU under the Wetland Conservation Act as specified above. A copy of the application is attached. Comments can be submitted to:

Name and Title of LGU Contact Person Heather Cunningham, WCA Administrator	Comments must be received by minimum (15 business-day comment period): October 4, 2016
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Address (if different than LGU) P.O. Box 220 Carlton, MN 55718	Date, time, and location of decision: October 24, 2016 at 4:00 PM County Board of Commissioners Carlton County Transportation Building
Phone Number and E-mail Address 218-384-9174 Heather.cunningham@co.carlton.mn.us	Decision-maker for this application: <input type="checkbox"/> Staff <input checked="" type="checkbox"/> Governing Board or Council

Signature: 

Date: September 13, 2016

3. LIST OF ADDRESSEES

WCA TEP Members:

<input checked="" type="checkbox"/> SWCD TEP member Laura Christensen SWCD P.O. Box 29 Carlton, MN 55718	<input checked="" type="checkbox"/> BWSR TEP member Lynda Peterson BWSR 394 South Lake Avenue, Room 403 Duluth, MN 55802	<input checked="" type="checkbox"/> DNR TEP Member Kirstin Stutzman DNR 1568 Highway 2 Two Harbors, MN 55616
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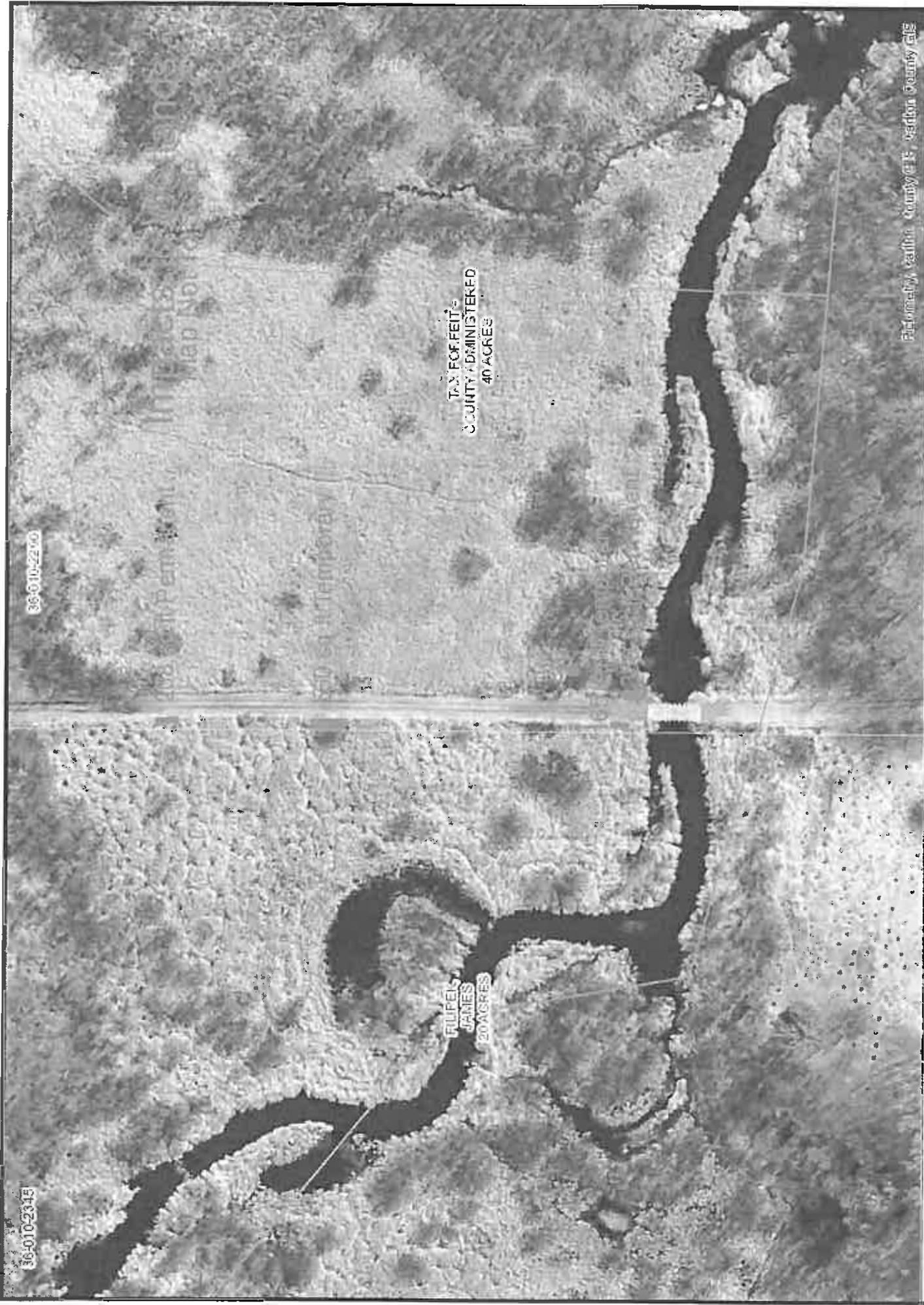
Others:

<input checked="" type="checkbox"/> DNR CO Jeff Humphrey P.O. Box 126 Kettle River, MN 55757	<input checked="" type="checkbox"/> DNR CO Scott Staples 1306 Margaret Drive Cloquet, MN 55720	<input checked="" type="checkbox"/> DNR WEO Michael Scott 1604 South Highway 33 Cloquet, MN 55720
<input type="checkbox"/> DNR Regional Office	<input checked="" type="checkbox"/> Fond du Lac Reservation Richard Gitar 1720 Big Lake Road Cloquet, MN 55720	<input checked="" type="checkbox"/> Greg Bernu, Carlton County Land Commissioner
<input checked="" type="checkbox"/> US Army Corps of Engineers Andrew Chambers 600 Lake Ave South, Suite 211 Duluth, Minnesota 55802	<input type="checkbox"/>	<input checked="" type="checkbox"/> Mike Tardy, Carlton County Engineer

<input checked="" type="checkbox"/> Applicant Automba Township Dan Reed, Chair 6999 Reed Ln Kettle River, MN 55757	<input type="checkbox"/> Authorized Agent
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5. ATTACHMENTS

List attachments: <input checked="" type="checkbox"/> Project Layout <input type="checkbox"/> <input type="checkbox"/>



36-010-2200

36-010-2315

TAX FORFEIT -
COUNTY ADMINISTERED
40 ACRES

RUFEL,
JAMES
200 ACRES

Planned by Carlton County GIS Vector County GIS



Carlton County, MN

Date: 7/26/2016

This data is provided on an "AS-IS" basis, without warranty of any type, expressed or implied, including but not limited to any warranty as to their performance, merchantability, or fitness for any particular purpose. Not for survey purposes.

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

D-1
Agenda Item #

To: Chairperson, Carlton County Board of Commissioners Meeting Date: October 24, 2016

Via: Paul Gassert, County Auditor/Treasurer

From: Greg Bernu, Land Commissioner

Title of Item for Consideration: FDL Jolicouer Creek Restoration

Presenter: same

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 _____

Supporting Attachments

- Summary provided on page 2
 Summary has been attached
 Copy of contract and applicable bid comparison
 Draft resolution
 Meeting minutes related to this issue

Motion By _____ Seconded By _____

TO: _____

Action on Motion: _____ AYE _____ NO _____ ABSTAIN

Motion: Carried Defeated

Summary:

Fond du Lac Band has applied for and received NRCS dollars to restore the headwaters of Jolicouer Creek. The headwaters emerge on properties owned by the City of Cloquet and Carlton County just south of Runway 7-25 at the Cloquet Airport. The restoration work would comprise of removing two stream impediments and planting of long-lived conifers and hardwoods in the previously flooded area.

In order for the Band to receive the dollars to perform the work, they must receive authorization from the County Board and City Council to enter the land to do the work. This permission must be in the manner of the form provided per NRCS rules.

LAND ACCESS AGREEMENT

THIS AGREEMENT is made this ____ day of _____, 2016, by and between the COUNTY OF CARLTON, a political subdivision of the State of Minnesota (“**County**”); and THE FOND DU LAC BAND OF LAKE SUPERIOR CHIPPEWA, a federally recognized Indian tribe (“**Band**”), for the purposes set forth below:

RECITALS

A. County is the owner of certain real property located in Carlton County, Minnesota, legally described as follows:

**NE1/4 of SE1/4 AND South ½ of NE1/4, of Section 28,
EXCEPT that part of the SW1/4 of NE1/4 described as follows: Beginning at the SE corner of said SW1/4 of NE1/4 of said Section 28; running thence due West 200 feet along the South line of said SW1/4 of NE1/4; thence Northwesterly at an included angle of 100 degrees and 30 minutes, 1006 feet; thence Easterly at an included angle of 78 degrees and 30 minutes, 250 feet; thence Southeasterly to the point of Beginning; all in Section 28, Township 49 North, Range 17 West, Carlton County, Minnesota.**

Parcel ID Nos. 06-510-6500, 06-510-6510 and 06-510-6630 (“**County Property**”).

B. Jolicouer Creek is a cold water tributary which feeds into Otter Creek, a Minnesota designated trout stream, which creek is entirely contained within the East ½ of Section 28, City of Cloquet, Carlton County, Minnesota, and within the bounds of the Fond du Lac Reservation, and which stream bed runs over and across a portion of the County Property.

C. Two old logging roads, both with collapsed culverts, have created two impoundments on Jolicouer Creek which have degraded fish habitat by killing the riparian vegetation in these areas and by creating warm water conditions and occasional algae blooms.

D. The FDL Office of Water Protection has worked with the Natural Resources Conservation Services (NRCS) Environmental Quality Incentives Program (EQIP) to create a plan to restore Jolicouer Creek, to include, 1) removal of the two collapsed culverts and unused roadways eliminating the impoundments that create warm water conditions, and adding riparian vegetation to shade the repaired stream course, improving brook trout habitat within Jolicouer Creek; 2) improving connectivity between Jolicouer Creek and Otter Creek; and 3) gathering pre- and post-restoration monitoring data to measure the success of the project, and to use the information to create opportunities for education and outreach with FDL interns and Ojibwe School students (the “Plan”).

E. County supports the restoration of Jolicouer Creek and understands that the Band is required to have an access agreement in place by which they can access Jolicouer Creek and the surrounding land for restoration and management purposes in order to qualify for NRCS EQIP funding for carrying out the restoration of Jolicouer Creek and for further management thereof under the Plan. Accordingly, the County wishes to grant access to the above described County Property under the terms of this Declaration.

AGREEMENT

NOW THEREFORE, in consideration of the above recitals and the mutual covenants and agreements contained herein, and for other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the County and Band agree as follows:

1. Recitals. The foregoing Recitals set forth above constitute an integral part of this Agreement and are incorporated herein by reference.
2. County Grant. County hereby grants to the Band permission for access over and across that portion of the County Property lying Southerly of Wheaton Road and lying within 500 feet of the central stream of Jolicouer Creek (the “accessible area”), for restoration and management purposes consistent with the Plan, for a term of 5 years, with the option to renew for a second term.
3. Private Access. The intent herein is to create private access for the Band’s restoration efforts, and in no way is intended to create an easement or a right of public use.
4. Maintenance. The Band agrees that they are responsible for the expense of repairing and maintaining any portion of the County Property which is damaged by their access under the terms of this Agreement, but otherwise shall have no obligation to repair or maintain any portion of the County Property beyond the requirements of the Plan.
5. Indemnity. The Band covenants and agrees that the County shall not be liable to the Band for any injury to or death of a person, damage to property, or failure to comply with any law, statute, ordinance or rule, arising out of, caused by or attributable to, in whole or in part, any act, omission or neglect of the Band in connection with or related to the access to, and restoration and management of Jolicouer Creek under this Agreement or the Plan, in any manner by the Band, or other parties using the accessible area with the permission or acquiescence of the Band, and agree to indemnify and hold the County harmless from all liability and claims for any such damage.

6. Improvements. No improvements, including the construction of any temporary roadway, shall be made within the accessible area without obtaining prior consent from the County. No gate or barrier shall be placed at any point on any temporary roadway constructed within the accessible area without the prior consent of the County, which consent may be granted or withdrawn at the County's discretion.

7. No Surrender of Rights. The County does not surrender any of its rights of access and use of the accessible area, but agrees to make every reasonable effort to cooperate with the Band in the restoration and management of Jolicouer Creek.

8. Does Not Run With the Land. The access provided under this Agreement does not run with the land, but is specific to the Fond du Lac Band for the restoration and management of Jolicouer Creek, consistent with the Plan.

9. Miscellaneous.

a. *Severability.* In the event any provision contained in this Agreement shall be held to be invalid, unenforceable, or in conflict with the law of the applicable jurisdiction, the remaining provisions of this Agreement shall continue to be valid, enforceable, and not be affected by such holding.

b. *Governing Law.* This Agreement shall be construed in accordance with and governed by the laws of the State of Minnesota.

c. *Headings.* All headings used in this Agreement are for purposes of convenience and reference only and shall not be construed as modifying or affecting the terms hereof.

d. *Entire Agreement.* This Agreement contains the entire agreement between the Parties relating to the subject matter hereof. There are no promises, agreements, conditions, undertakings, warranties or representations, oral or written, expressed or implied, between the Parties with respect thereto except as herein set forth.

e. *Counterparts/Facsimile.* This Agreement may be executed in any number of counterparts and by facsimile copy or "PDF" copy delivered by electronic mail, each of which shall be deemed to be an original instrument and all of which taken together shall constitute a single instrument.

IN TESTIMONY WHEREOF, the parties have executed this Agreement the date first written above.

[The remainder of this page left intentionally blank.]

Fond du Lac Band of Lake Superior Chippewa

Resource Management Division

1720 Big Lake Rd
Cloquet, MN 55720
Phone (218)878-7101
Fax (218)878-7130



Administration
Conservation Enforcement
Environmental
Forestry
Fisheries
Natural Resources
Wildlife

November 19, 2015

Joseph Sheahan
Ted Koehler
US Fish and Wildlife Service

Dear Mr. Sheahan and Mr. Koehler,

Two old logging roads, both with collapsed culverts, have created two impoundments on Jolicouer Creek on the Fond du Lac Reservation. Jolicouer Creek is a cold water tributary to Otter Creek, a Minnesota designated trout stream. Otter Creek drains into the St. Louis River, which is the largest US tributary to Lake Superior. The impoundments have degraded fish habitat on Jolicouer Creek by killing the riparian vegetation in these areas and by creating warm water conditions and occasional algae blooms. The Fond du Lac (FDL) Office of Water Protection has created a habitat disturbance index for its streams, and Jolicouer Creek has the worst score of any stream on the Reservation. The goal of our proposed project is to remove these obstructions and plant trees and native grasses along the repaired riparian corridor. The expected outcomes of the project include: 1) improving brook trout habitat within Jolicouer Creek by eliminating the impoundments that create warm water conditions and adding riparian vegetation to shade the repaired stream course; 2) improving connectivity between Jolicouer Creek and Otter Creek; and 3) gathering pre- and post-restoration monitoring data to measure the success of the project, and to use the information to create opportunities for education and outreach with FDL interns and Ojibwe School students.

The FDL Office of Water Protection worked with the Natural Resources Conservation Services (NRCS) Environmental Quality Incentives Program (EQIP) to create design plans to restore Jolicouer Creek. GLBFHP funds are needed now to conduct the work as proposed in the EQIP design plans. This project is a high priority for FDL because of the extent of degradation on Jolicouer Creek and because restoration work will create cold water refugia for brook trout, which is a priority under FDL's Climate Change Adaptation Strategy. Brook trout are an important cultural and food resource for Fond du Lac Band members, and restoring Jolicouer Creek will make trout harvest opportunities more sustainable for Band members. FDL's yearly fish population assessments on Otter Creek show that Otter Creek is maintaining a healthy brook trout population.

GLBFHP funds will be spent to update the EQIP design plans and to collaborate with Jolicouer Creek stakeholders and landowners during the planning process. The planning process will also include procuring necessary permits. Funds will mainly be spent to remove the two collapsed culverts and unused roadways to allow drawdown of the two impoundments on Jolicouer Creek. The riparian areas will be stabilized by planting trees and native grasses following NRCS guidelines, which includes preventing the spread of invasive species. Both before and after restoration activities, FDL Office of Water Protection will monitor

water quality, habitat quality and fish populations, and use this information in education and outreach activities with FDL interns and Ojibwe School students.

The two-year Jolicouer Creek restoration project proposed by FDL addresses many of GLBFHP focus areas in the category of tributary stream restoration, including improving fish species passage, riparian habitat, water temperatures, natural stream flow functions and natural stream channel form. Restoring Jolicouer Creek will provide a permanent solution to the root cause of habitat decline in this tributary stream system, and we will do so by leveraging our existing design plans created in partnership with the NRCS. Jolicouer Creek restoration is also a priority identified in FDL's EPA Program 319 Nonpoint Sources Program Management Plan, under the category of streams impacted by hydrologic modification. FDL will use pre- and post-monitoring measures such as water quality, habitat quality, and fish populations to assess the success of the Jolicouer Creek restoration project. FDL will use the Jolicouer Creek restoration story as a platform to engage FDL interns and Ojibwe School students in outreach and education.

Please review our submitted grant application, titled, "*Restoring Connectivity in Jolicouer Creek, a Trout Stream Tributary on the Fond du Lac Reservation.*"

Sincerely,



Kari Jacobson Hedin

Watershed Specialist
Fond du Lac Reservation Office of Water Protection
1720 Big Lake Road
Cloquet, MN 55720
218-878-7109
karihedin@fdlrez.com

Enclosed: Project Application, Budget and attached photos and maps, Letter of Support, Attachment 1: NRCS EQIP Conservation Plan for Jolicouer Creek, and Attachment 2: NRCS EQIP Design Plans for Jolicouer Creek.

Habitat Conservation Project Application

What type of action would you like the FHP(s) to consider?

- Project Funding
- Science and Planning Support
- Project Endorsement (for projects that address any of the goals and objectives of the Great Lakes Basin FHP but do not need additional funding)

Contact Information:

Project Officer:

Project Co-Officer:

Name:	Kari Hedin	Name:	Nancy Schuldt
Affiliation	Fond du Lac Reservation	Affiliation	Fond du Lac Reservation
Mailing Address:	1720 Big Lake Rd Cloquet, MN 55720	Mailing Address:	1720 Big Lake Rd Cloquet, MN 55720
Email Address:	karihedin@fdlrez.com	Email Address:	nancyschuldt@fdlrez.com
Phone Number:	218-878-7109	Phone Number:	218-878-7110

Title of the project: (max chars: 100)

Restoring Connectivity in Jolicoeur Creek, a Trout Stream Tributary on the Fond du Lac Reservation

Specific waterbody affected:

Jolicoeur Creek

Watershed Hydrologic Unit Code (HUC) to at least the 8 digit level:

04010201

Location: (For Latitude and Longitude, use NAD-1983)

Project Name	County	State	Congressional District(s)	Latitude	Longitude
<i>Restoring Connectivity in Jolicoeur Creek, a Trout Stream Tributary on the Fond du Lac Reservation</i>	<i>Carlton</i>	<i>MN</i>	<i>MN-08</i>	<i>46.6944</i>	<i>-92.4958</i>

PROJECT SUMMARY

State the proposed accomplishment summary: (max chars: 500). Identify actions to be taken, anticipated ecological response, and benefits to the local economy.

Jolicoeur Creek is a coldwater tributary to Otter Creek, a trout stream on the Fond du Lac Reservation in northern Minnesota. Two collapsed culverts across Jolicoeur Creek have formed two large impoundments that have killed riparian vegetation along the original channel and created conditions where stagnant water becomes warmed. Using EQIP design plans created by NRCS, we plan to remove two collapsed culverts and plant trees and riparian vegetation. This project will restore critical trout habitat for the Otter Creek system and provide a better fishery for Fond du Lac Band members.

State, Tribal, or Federal Agency Responsible for Resource Management in area where project will be located Choose all that apply

- Tribal (name(s) Fond du Lac Reservation _____) x

Contact information for the Lead Biologist at State, Tribal, or Federal Agency

Name:	Nancy Schuldt
Telephone:	218-878-7110
Email:	nancyschuldt@fdlrez.com

Estimated total cost of the project: (this could include any efforts made toward an overall project's goal, outside of the portion of the project and/or performance period of this project)

\$29,000

Budget: Provide project budget details for personnel, supplies, equipment (to include rental costs), permitting costs, and other costs (please list).

Item	Rate	Cost
Contracting Costs		
Remove obstructions and improve 100 ft of stream channel	\$115/ft	\$11,500
Plant riparian vegetation along 200 ft of stream channel	\$8.50/ft	\$1,680
Upland wildlife habitat management along 0.5 ac of stream channel	\$60/ac	\$30
Continued on next page		

Supplies		
Containerized nursery stock (white spruce and tamarack). 160 trees along 800 ft of stream channel.	\$43/5 gallon pot	\$6,880
70 pounds of native seed within a 3 acre area	Annual rye grass: \$16/lb, 9 lbs Prairie cordgrass: \$75/lb, 9 lbs Switchgrass: \$14/lb, 9 lbs Western wheat: \$14/lb, 21 lbs Canada wild rye: \$20/lb, 21 lbs	\$1,650
Personnel		
Project planning, procuring permits, hiring, coordinating with landowners, education and outreach, water quality monitoring and fish population assessments (Kari Hedin, Watershed Specialist). 120 hours 2016-2017	\$23/hr	\$2760
TOTAL:		\$24,500

Note: some budget items are based on NRCS Schedule of Operations in the existing EQIP design plans

Funding Request:

NFHAP USFWS Funding Request: \$	24,500
Total Partner Match: In-kind –	\$4,500
Funding –	
Project Total (including match): \$	29,000

Contributing Partners: Please choose specific partner names and their proposed contributions, including in-kind service cash value (*example: 100 volunteer hours of shoreland restoration Inkind value \$1800*). If your partner is not listed please add each additional partner. Add dollar values in the table.

Partner	Cash	In-kind	Total
Natural Resources Conservation Service		\$2000	\$2000
Carlton County		\$400	\$400
Project oversight (Nancy Schuldt, FDL Water Projects Coordinator).		\$1600	\$1600
Intern/technician help with planting trees		\$500	\$500
Total			\$4500

Will public fishing access be improved or made available: YES NO

Amount and Type of Habitat Affected: (may have multiple types)

Riverine in miles	Lake in acres	Wetland in acres	Riparian in miles	Riparian in acres	Upland in acres
0.61		5.35	0.31	1.40	

Species Targeted for Conservation:

Brook trout (*Salvelinus fontinalis*)

Conservation Actions Taken: choose all that apply.

- Reconnect aquatic habitat
- Reduce nutrient loading
- Reduce sediment loading
- Rehabilitate or restore sediment transport
- Remove fish barrier(s)
- Protect healthy habitat
- Rehabilitate or restore natural variability in river and stream flows
- Rehabilitate or restore natural variability in water surface elevations in natural lakes
- Control/eradicate invasive species
- Protect, rehabilitate or improve physical fish habitat (woody habitat, lunger structures, etc.)
- Other, Explain _____

State the problem and the specific cause of the problem to be addressed by the project. (max chars: 350)

Two roads crossing Jolicoeur Creek each have a collapsed culvert, creating two large ponds that have killed the riparian vegetation along the original stream course. The ponded water is stagnant, causing algae blooms. This creek has a poor disturbance score. The culverts are barriers to trout passage, and Jolicoeur Creek is a coldwater input and trout spawning area for Otter Creek, a designated trout stream.

State the objective(s) of the project with reference to the problem. Please state in SMART format (Specific, Measurable, Attainable, Realistic, Time bound) (max chars: 350)

In 2016 FDL will work with landowners to refine existing NRCS EQIP design plans for Jolicoeur Creek. Using the plans, FDL will hire contractors in 2017 to remove 2 culverts and road material, and to plant the dewatered site with 2 rows of containerized tree stock from a certified nursery and a cover crop of native grasses. FDL will assess fish populations and water/habitat quality before and after restoration work.

State the method applied to accomplish the objective(s). Be specific. (max chars: 350)

Following design plans, contractors will use heavy equipment to remove road material and culverts. Material will be disposed of following applicable laws. To prevent invasive species spread, contractors will stabilize the site and plant with native grass seed and 2 rows of trees following NRCS guidelines. FDL will assess fish populations and water/habitat quality and calculate disturbance scores for the site.

Project Completion

Please choose an estimated time period in which on-the-ground work is proposed to be completed from the time of receiving funds (usually summer).

- 6 months
 12 months
 18 months
 Other (estimated) _____

What is your approximate start date for this project: Spring 2016

Optional) State any additional information describing the importance of this project. (max chars: 1250)

Otter Creek and its tributary Jolicoeur Creek, are coolwater sites that provide some of the best habitat for brook trout on the Fond du Lac Reservation. True coldwater sites provide excellent trout habitat for trout, while coolwater sites are more vulnerable to climate change and may provide more marginal habitat for trout in the future. Restoring Jolicoeur Creek aligns with FDL's Climate Change Adaptation Plan by providing coldwater refugia for trout within a vulnerable coolwater system. Brook trout are culturally significant to FDL Band members, and maintaining opportunities for Band members to harvest brook trout is a priority for the Band. FDL conducts yearly fish population assessments in Otter Creek, and Otter Creek is supporting healthy populations of brook trout.

Restoration work on Jolicoeur Creek also aligns with FDL's EPA Section 319 Nonpoint Source Management Plan. The Plan identifies Jolicoeur Creek as a priority site for streams that have been impacted by hydromodification. The plan discusses leveraging funding to complete the work of restoring Jolicoeur Creek.

We will work with FDL Ojibwe School seventh-graders to collect water quality data at Jolicoeur Creek and to analyze trends before and after restoration work is completed. We will engage FDL Resource Management Division seasonal interns in helping us to plant trees and gain an understanding of the importance of stream connectivity and healthy riparian corridors.

PHOTOGRAPH(S) OF PROJECT AREA (required)

Please include up to two photographs of proposed project area. Before and after photographs are required after project completion. Each photo should be in JPG format and accompanied by:

- A short, descriptive caption
- Credit: photographer's name/organization



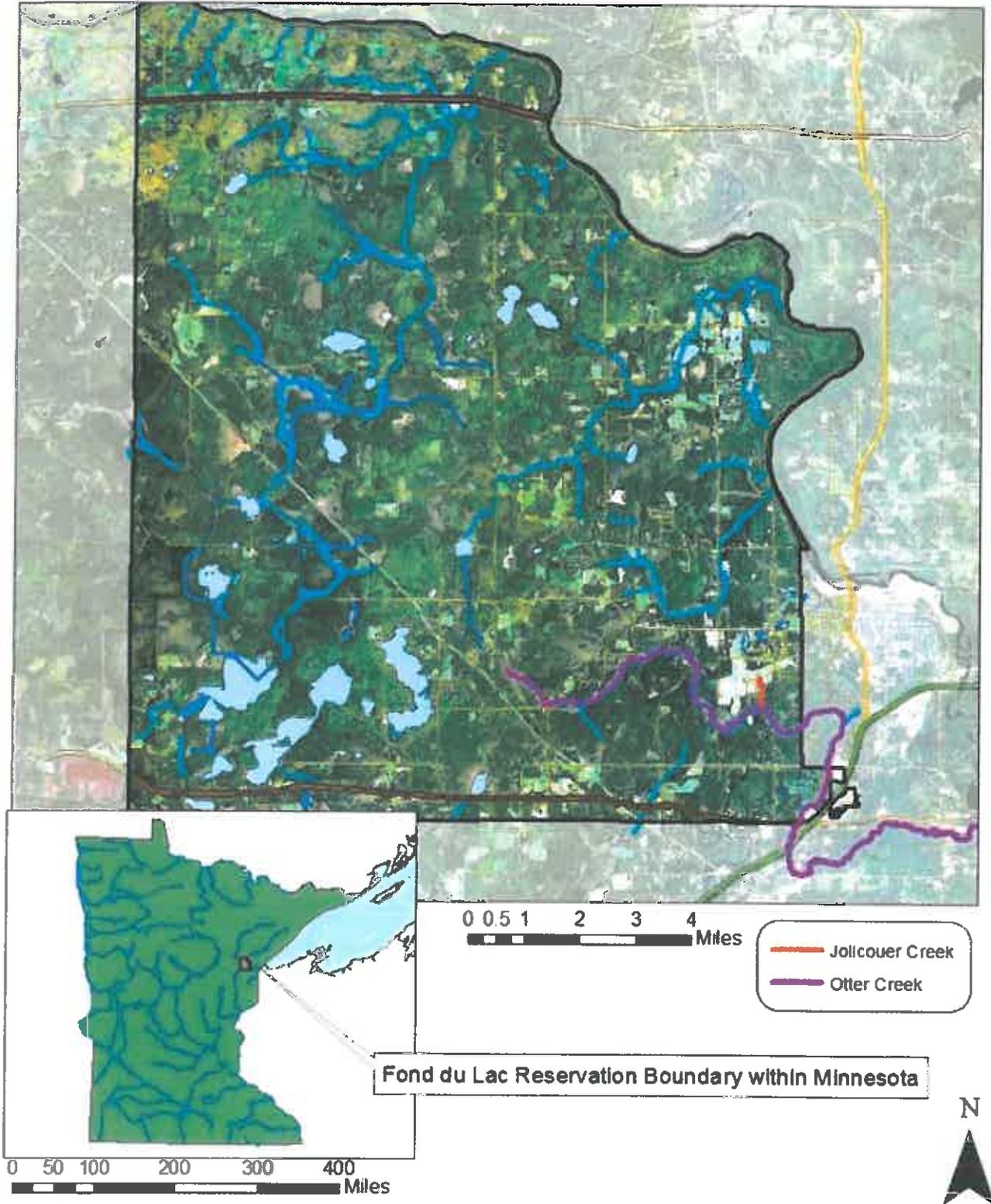
**Jolicouer Creek north impoundment, looking east. Note dead trees in standing water.
Photo date: July 2015. Photo credit: Kari Hedin, Fond du Lac Natural Resources Program**



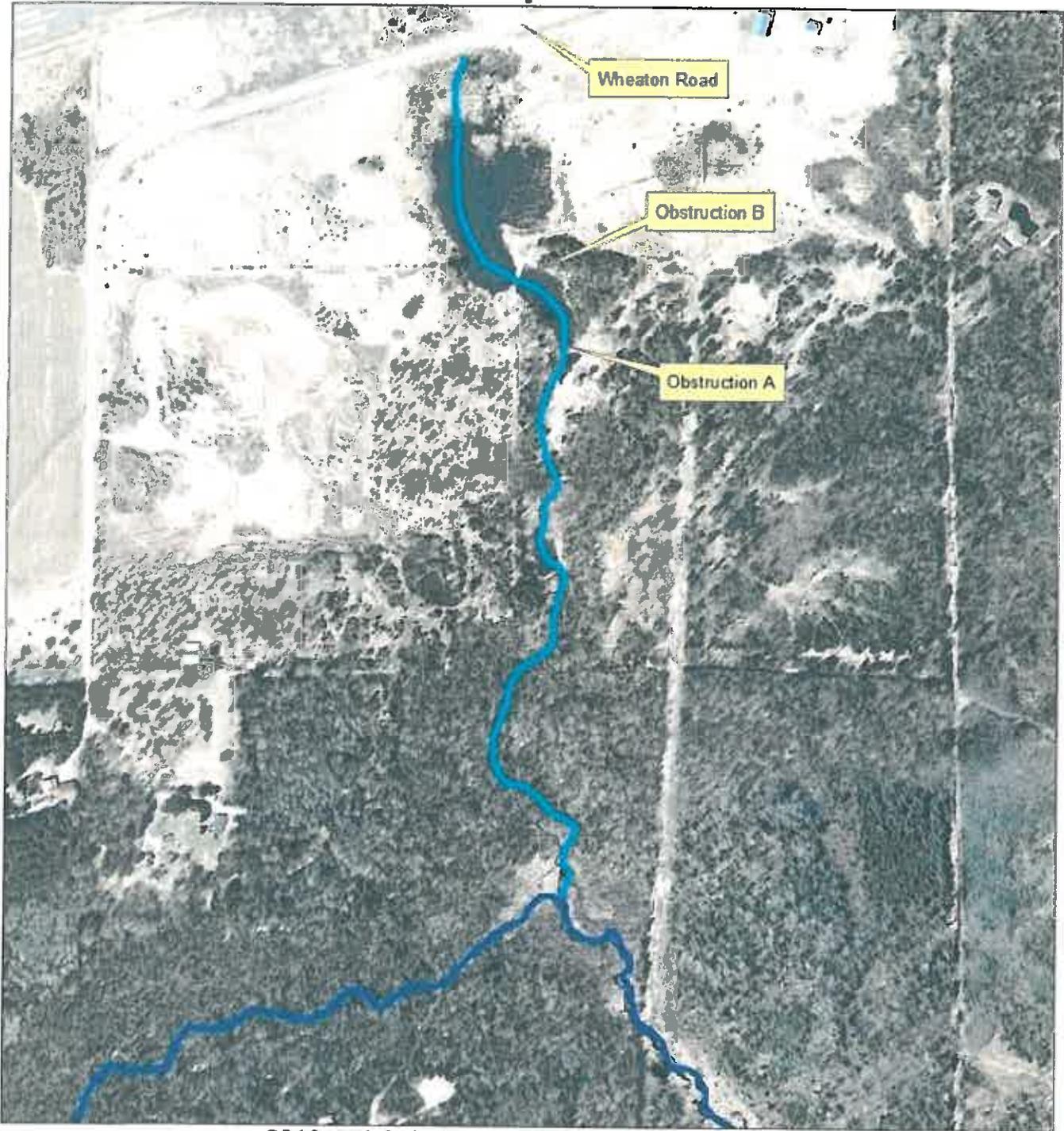
Jolicouer Creek south impoundment (left) and north impoundment (right), looking west. Note algae bloom and dead standing trees. Photo date: September 2002. Photo credit: Nancy Schuldt, Fond du Lac Natural Resources Program.

MAPS OF PROJECT AREA

Fond du Lac Reservation Location



Jolicouer Creek Obstructions Impede Streamflow



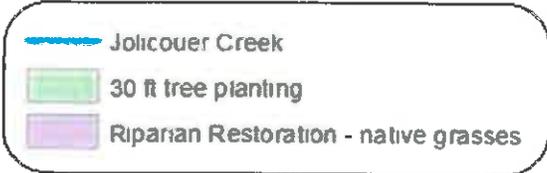
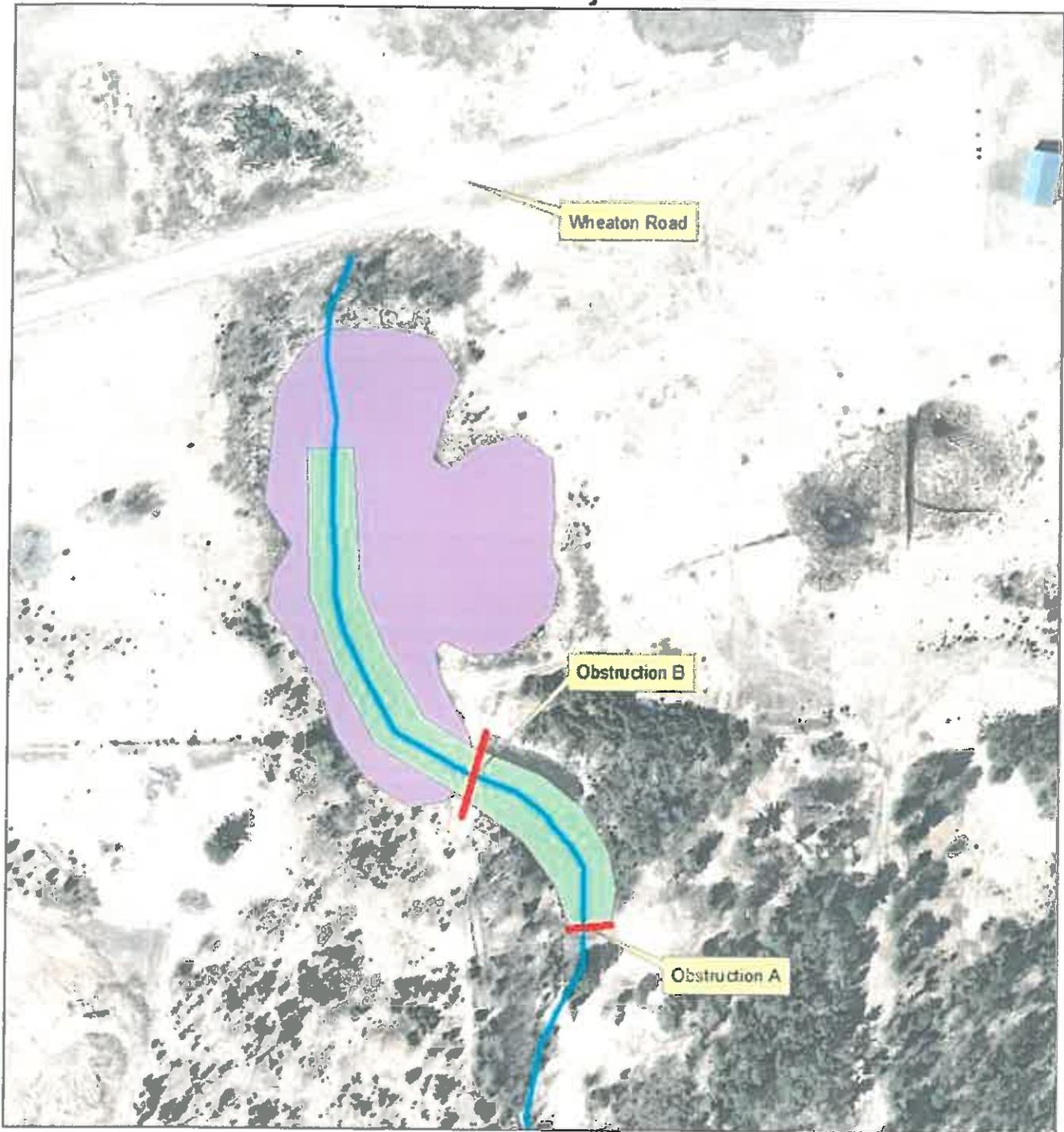
2013 aerial photo

Legend

- Jolicouer Creek
- Otter Creek



Jolicouer Creek, 2013 Restoration Project Area



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: 10/24/16
Via: Paul Gassert, County Auditor/Treasurer
From: Transportation
Title of Item for Consideration: Final payment to Ulland for the CSAH 5 (University Road) Contract
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

Recommend final contract payment to Ulland for the CSAH 5 (University Road) project.

Supporting Attachments

- _____

Motion By _____ Seconded By _____

TO: _____

Action on Motion: _____ AYE _____ NO _____ ABSTAIN

Motion: Carried Defeated

Adopted December 8, 2015

Revised April 12, 2016

**OFFICE OF THE
CARLTON COUNTY AUDITOR/TREASURER**

AUDITOR
P.O. Box 130
CARLTON, MINNESOTA 55718-0130
TELEPHONE (218) 384-9127
FACSIMILE (218) 384-9116

PAUL G. GASSERT
AUDITOR/TREASURER

KATHRYN KORTUEM
CHIEF DEPUTY AUDITOR/TREASURER

TREASURER
P.O. Box 160
CARLTON, MINNESOTA 55718-0160
TELEPHONE (218) 384-9125
FACSIMILE (218) 384-9116

***** RESOLUTION NO. 16-000*****

BY COMMISSIONER:

ADOPTED: October 24, 2016

WHEREAS, the contract with Ulland Brothers, Carlton, Minnesota, for S.A.P. 009-605-021, and S.A.P. 009-605-024, to replace bridge 4885 on CSAH 5 (University Road) at Little Otter Creek; and Full Depth Reclamation on CSAH 5 (University Road) from CSAH 26 (Moorhead Road) to CR 115 (Airport Road) has in all things been completed and the County Board has been fully advised in the premises.

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. That the Carlton County Board of Commissioners does hereby accept said completed project for and in behalf of the County of Carlton; and
2. That the Carlton County Board of Commissioners does hereby authorize the County Engineer to make final payment in the amount of Fifty-four Thousand, Sixty-seven Dollars and Twenty Cents (\$54,067.20) to the Contractor.

Upon motion by , seconded by , and carried, the above resolution was adopted.

Yea votes: Peterson, Zmyslony, Brenner, Proulx and Bodie
Nay votes: None
Absent: None

I, Paul G. Gassert, Auditor of the County of Carlton, do hereby certify that I have compared the foregoing with the original resolution filed in my office on the 24th day of October, 2016, and that the same is a true and correct copy of the whole thereof.

WITNESS MY HAND AND SEAL OF OFFICE in Carlton, Minnesota, this 24th day of October, 2016.

Paul G. Gassert
Carlton County Auditor/Treasurer

**OFFICE OF THE
CARLTON COUNTY AUDITOR/TREASURER**

AUDITOR
P.O. Box 130
CARLTON, MINNESOTA 55718-0130
TELEPHONE (218) 384-9127
FACSIMILE (218) 384-9116

PAUL G. GASSERT
AUDITOR/TREASURER

KATHRYN KORTUEM
CHIEF DEPUTY AUDITOR/TREASURER

TREASURER
P.O. Box 160
CARLTON, MINNESOTA 55718-0160
TELEPHONE (218) 384-9125
FACSIMILE (218) 384-9116

***** RESOLUTION NO. 16-000*****

BY COMMISSIONER:

ADOPTED: October 24, 2016

BE IT RESOLVED to authorize the County Auditor/Treasurer and the Board Chairperson to sign a grant contract for the transfer of Taconite Tax Funds from the Iron Range Resources and Rehabilitation Agency to Carlton County for economic Development.

Upon motion by , seconded by , and carried, the above resolution was adopted.

Yea votes: Peterson, Zmyslony, Brenner, Proulx and Bodie
Nay votes: None
Absent: None

I, Paul G. Gassert, Auditor of the County of Carlton, do hereby certify that I have compared the foregoing with the original resolution filed in my office on the 24th day of October, 2016, and that the same is a true and correct copy of the whole thereof.

WITNESS MY HAND AND SEAL OF OFFICE in Carlton, Minnesota, this 24th day of October, 2016.

Paul G. Gassert
Carlton County Auditor/Treasurer

Carlton County Board of Commissioners

Item for Consideration / Agenda Item Cover Sheet

Approved and Adopted on March 10, 2015

H-2 Agenda Item #

To: Chairperson, Carlton County Board of Commissioners
Via: Paul Gassert, County Auditor/Treasurer
From: Kristine Basilici, Carlton County Recorder

Date: October 17, 2016

Item for Consideration: Registration Fee for Ordinations

Requested Meeting Date: November 8, 2016

Presenter: Kristine Basilici and Rhonda Krube

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) _____

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: 01-104-000-0000-5401 (Fees and Service Charges)
Expenditure line or account for this item: N/A
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) Proposal to add a \$25.00 registration fee for ordination paperwork currently there is not a charge; however, surrounding counties

CC: such as St. Louis (\$25), Pne (\$20) and Itasca (\$20) charge a fee. Aitkin County does not. Average ordinations filed between 2011 and October 2016 would be 23 per year.

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.

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

Approved and Adopted on March 10, 2015

H-3
Agenda Item #

To: Chairperson, Carlton County Board of Commissioners
Via: Paul Gassert, County Auditor/Treasurer
From: Kristine Basilici, Carlton County Recorder & Compliance Committee

Date: October 17, 2016

Item for Consideration: Approve \$25,000 request from County Assessor's Department for mobile application of Tax/CAMA on Ipads

Requested Meeting Date: November 8, 2016

Presenter: Kristine Basilici - Chair Compliance Committee

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 allocation of \$25,000 from Compliance Fund for update of technology needs for the County Assessor

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 N/A
What type of expenditure is this? Operating Capital Improvement Project Other (attach explanation)
Revenue line or account that funds this item: 01-104-001-0000-5401 (Compliance Fund Fees)
Expenditure line or account for this item: 01-104-001-0000-6413 (Computer Software)
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? Compliance Committee recommends approval of this upgrade as the funding is secure and will not affect the tax levy

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) _____

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.

Summary:

\$25,000 request for the Mobile Assessor's software package. Carlton County will be the pilot site for an initial test for this speciality software package which will host more detailed Tax/CAMA information out in the field on ipads. This software integrates with Cariton County's Tax/CAMA data with a hosted application that will provide an ipad application to easily view such data in the field.

H-4

STATE OF MINNESOTA)

) ss

COUNTY OF CARLTON)

The undersigned, Carlton County Sheriff and Carlton County Attorney, hereby recommend the application of TJ'S to be used in conjunction with an outdoor celebration for the period beginning at 10:00 AM on 12-3-16, and ending at 2:00 PM on 12-3-16. It appears to the best of our knowledge that the above-named has not, within a period of five years prior to the date of this application, violated any law relating to the sale of non-intoxicating malt liquor or intoxicating liquor, and that in our judgement, will comply with the laws and regulations relating to the conduct of said business.

Dated at Carlton County, Minnesota, this _____ day of _____, 20__.

Kelly Lake, Carlton County Sheriff

Thom Pertler, Carlton County Attorney

STATE OF MINNESOTA)

) ss

TOWN OF Mahtowa

COUNTY OF CARLTON)

It is hereby certified that the Town Board of the Town of Mahtowa in the County of Carlton, State of Minnesota, by resolution on the 11th day of October, 2016 did consent to the issuance of a Wet Bar License to TJ's Country Corner to be used in conjunction with an outdoor celebration for the period beginning at 10 AM on 12-3-16, and ending at 2 PM on 12-3-16.

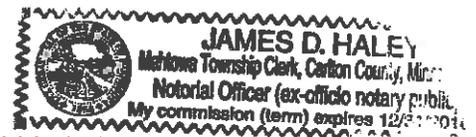
Dated at Carlton County, Minnesota, this 11th day of October, 2016

the Town Board of the Town of Mahtowa.

ATTEST:

Clerk: James D. Haley

Board Chair: Michelle R. Coite



STATE OF MINNESOTA)

) ss

COUNTY OF CARLTON)

This is to certify that _____ is authorized to conduct a Wet Bar in conjunction with an outdoor celebration, subject to the laws and regulations of the State of Minnesota and contingent upon all other requirements being met, for this period beginning at _____ on _____ and ending at _____ on _____.

County Board Chairperson

Given Under My Hand and Corporate Seal of the County of Carlton This _____ day of _____, 20__.

Paul G. Gassert
Carlton County Auditor/Treasurer

by: _____
Deputy Treasurer

HS

Paul Gassert

From: Cindy Darwin <darwi003@umn.edu>
Sent: Wednesday, October 19, 2016 3:04 PM
To: Paul Gassert
Subject: travel

Hi Paul,

Forgot about getting permission for Troy and Becky going on the NE Forage Council bus trip to Wisconsin next week, Oct 26-27. Is Wisconsin REALLY out of state? Sorry.

Cindy

--
Cindy Darwin
Carlton County Extension
Office Manager
PO Box 307
Carlton, MN 55718
218-384-3511

The University of Minnesota is an equal opportunity educator and employer.

KA

Paul Gassert

From: clerk@twinlaketownship.com
Sent: Monday, October 03, 2016 10:39 AM
To: Paul Gassert; Kelly Lake; Heather Cunningham; Marv Bodie; Thomas Proulx; Gary Peterson; Mike Tardy; Connie Christenson; Greg Bernu; Susan Zmyslony; Kyle Holmes; Peter Neumann
Subject: CCATO meeting

CCATO MEMO

To:
Carlton County Commissioners
Paul Gassert
Mike Tardy
Sheriff Kelly Lake
Kyle Holmes
Connie Christenson
Greg Bernu
Heather Cunningham
Peter Neumann

From:
Sue Chapin, CCATO Secretary

The Carlton County Association of Township Officers will meet on
Tuesday, October 25, 2016 at 7:00 p.m.
at the Carlton County Transportation Building.
Refreshments will be available at 6:30 p.m.

Please let me know if you have any questions or comments, or