CARLTON COUNTY MINNESOTA

OFFICE OF THE COUNTY COORDINATOR

301 WALNUT AVE, P.O. BOX 510, CARLTON, MINNESOTA 55718
PHONE 218.384.9140 FAX 218.384.9196
DENNIS GENEREAU, JR., COUNTY COORDINATOR

Date: August 5, 2014

Re: Carlton County Committee of the Whole Minutes

Meeting called to order at 4:05 p.m. by Chairman Bodie.

Present: Peterson, Olean, Brenner, Proulx, Bodie.

Absent: None

Agenda for August 5, 2014, meeting approved (Proulx, Brenner).

Minutes from June 3, 2014 meeting approved (Peterson, Olean).

A. ASSESSOR – No business

B. ZONING AND ENVIRONMENTAL SERVICES

1. Consider No Burn resolution. Hank Fischer, Principal Planner for the MPCA presents information through Power Point regarding the No Burn resolution. Heather discusses draft resolution. Would like to present to the Board on August 12th. **(Motion by Proulx to support the resolution. Olean seconds. Approved.)**

2. Cell phone stipend. (Moved to I1.9)

C. LAND COMMISSIONER – No Business

D. COUNTY SHERIFF - No Business

E. COUNTY RECORDER – No Business

F. COUNTY ATTORNEY – No Business

G. AUDITOR/TREASUER – No Business

H. MANAGEMENT TEAM – No Business

I. COUNTY COORDINATOR/HR/BLDG MAINTENANCE

1. Request the C of the W review and approve the following Policy Committee items:

a. Human Resources Internal Complaint Form **(Proulx, Brenner, Approved)**
b. Lactation Policy **(Tardy, Proulx, Approved)**
c. Agenda Request Form for Committees **(Proulx, Brenner, Approved)**
d. Human Resources Advisory Team Bylaws **(Proulx, Kris B., Approved)**
e. Supervisors Committee Operating Policy and Procedure **(Brenner, Hagen, Approved)**
f. Policy Committee Operating Policy and Procedure **(items f, g, & h: Brenner, Olean, Approved)**
g. Policy Committee Policy Request Procedure
h. Policy Tracking Form and Provide Direction
i. Cellular Phone Policy **(Tardy, Brenner, Approved, with Heather C. and Connie C. abstaining)**

2. Request from Heather C. and Connie C. to be able to apply budgeted phone stipend retroactively to time the item was budgeted. **(Proulx, Moreland, Approved, with Heather C. and Connie C. abstaining.)**

J. INFORMATION TECHNOLOGY – No Business

K. PUBLIC HEALTH AND HUMAN SERVICES – No Business

L. EMERGENCY MANAGEMENT – No Business

M. ECONOMIC DEVELOPMENT – No Business

N. ADMINISTRATION

1. Non-Bargaining Unit Presentation. Info only. Marci presents request to be handled similar to the bargaining units for 2015, and to have the funeral leave provision added.

2. Jim Newman – comments. Raises concerns regarding gathering ordinance and EDA previous pledge for funds.

O. TRANSPORTATION

1. Transportation Update on Construction/Maintenance/Budget. - Info only.
2. Presentation of 2013 Annual Report. Mike Tardy **(This is moved to the September C of the W.)**

P. COUNTY EXTENSION – No Business

Motion to adjourn meeting (Brenner, Olean, approved)

Meeting adjourned at 5:20 p.m.

Submitted by Dennis Genereau