



*Carlton County, Minnesota
Committee of the Whole Agenda*

**CARLTON COUNTY
COMMITTEE OF THE WHOLE AGENDA**
Carlton County Public Health & Human Services Building
November 4, 2014 at 4:00 p.m.

1. Call to Order
2. Approval of Agenda
3. Approval of October 7, 2014 meeting minutes
4. Introductions
 - A. None
5. New Business
 - A. ASSESSORS
 1. Others:
 - B. ZONING / ENVIRONMENTAL SERVICES
 1. Approve use of SCORE grant funds allocated to staffed recycling sheds
 2. Discuss the Sandpiper pipeline
 3. Others:
 - C. LAND COMMISSIONER
 1. December 2014 Timber Auction Tracts and Terms
 2. Others:
 - D. SHERIFF
 1. Others:
 - E. RECORDER
 1. Others:
 - F. ATTORNEY
 1. Others:
 - G. AUDITOR / TREASURER
 1. Others:
 - H. MANAGEMENT TEAM
 1. Others:
 - I. COUNTY COORDINATOR / HUMAN RESOURCES / BUILDING MAINTENANCE
 1. Policy Committee Tracking Sheet Update
 2. Others:
 - J. INFORMATION TECHNOLOGY
 1. Others:
 - K. PUBLIC HEALTH & HUMAN SERVICES

1. Others:

L. EMERGENCY MANAGEMENT

1. Others:

M. ECONOMIC DEVELOPMENT

1. Others:

N. ADMINISTRATION

1. Others:

O. TRANSPORTATION

1. Others:

P. VETERAN SERVICES

1. Others:

Q. EXTENSION

1. Others:

6. Other business

A. Department Updates

B. Next regular meeting date is scheduled for December 2, 2014 at 4:00 p.m. located at the Carlton County Transportation Building.

7. Adjournment

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: October 7, 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 October 7, 2014, meeting approved.

Minutes from August 7, 2014 meeting approved.

A. ASSESSOR – No business

B. ZONING AND ENVIRONMENTAL SERVICES

1. Waters of the State Proposed Rule. H. Cunningham and M. Tardy present proposed resolution. Both provide input. **(Motion by Bernu to support the resolution. Hagen seconds. Approved.)**

C. LAND COMMISSIONER

1. Class B Land Exchange County Fee for County Tax Forfeit Land.
Looking at doing this with approximately 1500 acres. May result in increased revenue for the county. Looking for proposal to identify the parcels and then initiate the class B land exchange. **(Motion by Bernu, Brenner. Approved.)**

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. CSA Wellness Initiative Letter to BCBS. Karola Dahlen presents proposed letter to BCBS to support refunds for employees who purchase food from CSA's. **(Motion to forward letter to BCBS made by Brenner, Proulx. Approved.)**
2. Policy Committee Tracking Sheet. Info only. Suggestion to look at addressing policies in the current policy manual.
3. Carlton County Fair Board Loan Repayment. Connie reports EDA recommends repayment. Cmr. Peterson reports that the Fair Board accountant has not finished their work yet. **(Motion to move the item to the next regular board agenda made by Olean, Peterson. Approved.)**

J. INFORMATION TECHNOLOGY – No Business

K. PUBLIC HEALTH AND HUMAN SERVICES – No Business

1. Child Protection Update – Info only. Dave Lee and Brenda Carlson present.

L. EMERGENCY MANAGEMENT – No Business

M. ECONOMIC DEVELOPMENT – No Business

N. ADMINISTRATION -- No Business

O. TRANSPORTATION

1. Transportation Update on Construction Budget. Milt Hagen. Info only.
2. Transportation Update on Maintenance Program. Mike Tardy. Info only.

P. VETERANS SERVICES – No Business

Q. COUNTY EXTENSION – No Business

6. Other Business

A. Department Updates

B. Next Regular Meeting. Set for November 4, 2014 at 4:00 p.m.. **Motion by Genereau, second by Brenner, to move November 4th Meeting from the Transportation Building to the Community Services Building. Approved.**

Motion to adjourn meeting (Brenner, Olean, approved)

Meeting adjourned at 5:05 p.m.

Submitted by Dennis Genereau

AGENDA

CARLTON COUNTY

MEETING DATE November 4, 2014

COMMITTEE OF THE WHOLE

ITEM NO.	TITLE OF ITEM FOR CONSIDERATION	SCORE grant funds allocated to Staffed Recycling Sheds	ORIGINATED BY: Resource and Recycling Coordinator
			REVIEWED BY: SWARA

PREVIOUS ACTION ON THIS ITEM: NONE

BACKGROUND:

SCORE Block Grant funds increased for Fiscal Year 2015 by \$24, 151. The funds are received in two payments annually spring and fall. The first half of FY 2015 Block Grant funds will be received fall 2014 and the second half in spring of 2015. It was discussed how to use these funds to improve recycling in the county at the October 21, 2014 Solid Waste & Recycling (SWARA) Committee meeting. Representatives from four of the five staffed recycling sheds in the county attended the meeting. It is proposed to allocate this money for an increase to the annual operating grant to each of the five Staffed Recycling Centers and for a Carlton County Schools Recycling Grant program.

The staffed recycling centers grant has been approving \$3,000 per center annually. The grant amount has not been increased in at least 13 years. The increase would be \$1,000 per staffed recycling center for 2014. In response the centers will change their hours of operation so all county staffed recycling centers operate on the same schedule with expanded hours. See the attached brochure for current hours of operation.

It will be discussed at the January 27, 2015 SWARA committee meeting to recommend \$2,000 per shed for 2015 (\$10,000 total) and remaining funds of up to \$10,000 for a grant program for Carlton County schools to improve recycling.

ACTION REQUESTED: Approve use of a \$1,000 for each of the five staffed recycling centers: Barnum, Carlton, Moose Lake, Perch Lake Township and Thomson Township, (for a total of \$5,000) for 2014. A plan for 2015 SCORE funds will be submitted for consideration in February 2015.

Motion By _____ Seconded By _____

TO: _____

Action on Motion: _____ AYE _____ NO _____ ABSTAIN

Motion: Carried _____ Defeated _____

ATTACHMENT: Solid Waste & Recycling Services brochure

HOUSEHOLD HAZARDOUS WASTE FACILITY

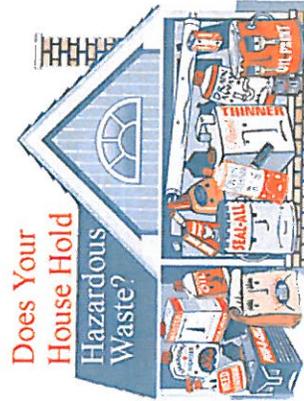
Tuesdays AND Saturdays
8:30 a.m. to 3:00 p.m.
Mid May through Mid October
Carlton County Transfer Station

Common items you should bring
to the Household Hazardous Waste facility:

- Latex paint
- Oil paint
- Stain and varnish
- Pesticides
- Mercury thermometers
- Mercury thermostats
- Pool chemicals
- Fluorescent light bulbs
- Gasoline & other fuels
- Solvents
- Rechargeable batteries

No Business Waste

Visit the Product Exchange Shed
Free Paint and more!



QUESTIONS? 218-384-9178

STAFFED RECYCLING CENTERS Hours

BARNUM (behind fire hall)

Monday	12:00 p.m. - 4:00 p.m.
Wednesday	3:00 p.m. - 6:00 p.m.
Friday	12:00 p.m. - 4:00 p.m.
Saturday	10:00 a.m. - 3:00 p.m.

CARLTON (County Highway 1)

April 1st - October 31st:

Monday	3:00 p.m. - 6:00 p.m.
Tuesday	1:00 p.m. - 6:00 p.m.
Thursday	1:00 p.m. - 6:00 p.m.
Saturday	9:00 a.m. - 1:00 p.m.

November 1st - March 31st:

Thursday	2:00 p.m. - 6:00 p.m.
Friday	2:00 p.m. - 6:00 p.m.
Saturday	9:00 a.m. - 1:00 p.m.

ESKO / THOMSON (next to town hall)

April 1st - October 31st:

Monday	3:00 p.m. - 6:00 p.m.
Tuesday	3:00 p.m. - 6:00 p.m.
Thursday	3:00 p.m. - 6:00 p.m.
Saturday	9:00 a.m. - 1:00 p.m.

November 1st - March 31st:

Monday	3:00 p.m. - 5:00 p.m.
Tuesday	3:00 p.m. - 5:00 p.m.
Thursday	3:00 p.m. - 5:00 p.m.
Saturday	9:00 a.m. - 1:00 p.m.

MOOSE LAKE (next to arena)

Thursday	3:00 p.m. - 6:30 p.m.
Friday	3:00 p.m. - 6:30 p.m.
Saturday	9:00 a.m. - 2:00 p.m.

PERCH LAKE (next to town hall)

Monday	1:00 p.m. - 5:00 p.m.
Wednesday	9:00 a.m. - 1:00 p.m.
Thursday	1:00 p.m. - 5:00 p.m.
Saturday	9:00 a.m. - 12:00 p.m.

SOLID WASTE & RECYCLING SERVICES



- Solid Waste Transfer Station
- Household Hazardous Waste Facility
- Staffed Recycling Centers
- Unstaffed Recycling Centers

Carlton County
Zoning
&
Environmental Services
218-384-9176

CARLTON COUNTY TRANSFER STATION

1950 Highway 210, Carlton, MN

November 1st - March 31st
 Monday - Friday
 8:30 a.m. - 4:00 p.m.
 Saturday
 8:30 a.m. - 1:00 p.m.

Accepted materials for a FEE:

- Household Garbage
- Tires
- Demolition/
- Electronics
- Industrial Waste
- Mattresses
- Appliances
- Brush

Accepted materials FOR FREE:

- Oil and oil filters
- Grass clippings
- Car batteries
- Antifreeze
- Medical sharps
- Recyclables
- Household Hazardous Waste (See facility details)

PLASTICS #1 THRU #7

See STAFFED RECYCLING CENTER instructions

ALUMINUM CANS

See STAFFED RECYCLING CENTER instructions

TIN AND METAL CANS

See STAFFED RECYCLING CENTER instructions

GLASS JARS AND BOTTLES

See STAFFED RECYCLING CENTER instructions

NEWSPAPERS

See STAFFED RECYCLING CENTER instructions

MAGAZINES

See STAFFED RECYCLING CENTER instructions

BOX BOARD

See STAFFED RECYCLING CENTER instructions

CORRUGATED CARDBOARD

Look for the ripple!

Must be clean

Flatten and cut into 3 feet by 3 feet pieces

No pizza boxes

STAFFED RECYCLING CENTERS

Barnum - Carlton - Esko/Thomson
 Moose Lake - Perch Lake

See back for Staffed Sheds hours.

PLASTICS #1 THRU #7

Rinse

Remove caps

ALUMINUM CANS

Rinse

Flatten

TIN AND METAL CANS

Rinse

Remove labels

GLASS JARS AND BOTTLES

Rinse

Remove caps and rings

Sort by color: clear, brown, green/blue

No light bulbs, mirrors, ceramic or broken glass.



NEWSPAPERS

Place in brown paper bag

Glossy inserts are OK!



BOX BOARD

Place in brown paper bag

Cereal, cracker,

pasta boxes, etc.



MAGAZINES

Place in brown paper bag

No books



OFFICE PAPER

Place in brown paper bag

Accepted: office, computer, yellow legal, note-

book, and colored paper; envelopes, junk mail, etc

No carbon paper, plastic wrapping, bound books or spiral notebooks.

UNSTAFFED RECYCLING CENTERS

Blackhoof - Cromwell - Holyoke
 Kettle River - Mahtowa - Wright

Unstaffed sheds are self serve and open year round.

PLASTICS #1 THRU #7

See STAFFED RECYCLING CENTER instructions

ALUMINUM CANS

See STAFFED RECYCLING CENTER instructions

TIN AND METAL CANS

See STAFFED RECYCLING CENTER instructions

GLASS JARS AND BOTTLES

See STAFFED RECYCLING CENTER instructions

NEWSPAPERS

See STAFFED RECYCLING CENTER instructions

WHY RECYCLE?

Substituting scrap for virgin material conserves natural resources and reduces the amount of waste that must be landfilled.

It reduces pollution and the demand for energy.

QUESTIONS? 218-384-9178

QUESTIONS? 218-384-9178

There has been considerable discussion in our communities the last several months regarding the proposed Sandpiper pipeline. As local elected officials who represent the people who live in the area of the proposed pipeline route, we have attended township association, county board, and other local meetings regarding Enbridge's Sandpiper project. We have heard from our constituents via phone, letters and email. Five counties – Aitkin, Carlton, Clearwater, Polk and Red Lake – have passed resolutions or signed letters in support of the Sandpiper project.

Having considered all of the information about Enbridge's proposed route, we believe this is the best route for our counties and the State of Minnesota. Building this project anywhere else simply does not make sense. Other proposed alternatives add miles and subsequently additional environmental and human impacts. And they take the project and subsequent tax revenue from the counties that *support* Sandpiper.

Please recognize, as we have, that the Sandpiper project will create significant economic benefit to our area in the way of increased tax revenue and job creation. Hundreds of Minnesotans that live in our counties will help build this pipeline, others that operate businesses near the construction will benefit from increased numbers of customers: manufacturers that will supply equipment and parts, motel owners who will have rooms filled when they otherwise wouldn't be, and restaurants and convenience stores that will get extra business. These are all tangible benefits to real people. Jobs that pay family-supporting wages should not be trivialized in a time when they are in short supply in rural Minnesota.

Also, we strongly prefer a pipeline to increased oil train traffic. Pipelines are safer and more efficient for the transportation of large volumes of crude petroleum. Additionally, our farmers, mines, power utilities and other businesses depend on rail to operate. Due to the increasing volume of rail traffic carrying North Dakota crude petroleum, rail service is anything but dependable for Minnesota farmers and businesses.

The route Enbridge selected has been extensively studied, all with the intent of finding the most feasible route that avoids the most sensitive areas. The company has also been open to changes when local residents raise them. For example, in Carlton County the company worked with Commissioners and county staff to avoid routing the pipeline through organic farms in the area. In fact, Enbridge has proposed 23 changes of their own to the route since discovering new information about sensitive areas or habitat that needed to be avoided. There is simply no question in our mind that Enbridge is dedicated to building and operating the pipeline in the safest way possible. Based on the information they've shared with us regarding route selection, construction techniques, operations, maintenance and emergency response, we're confident in their capabilities to safely construct, operate and maintain the Sandpiper pipeline along their proposed route.

The company has been criticized for a pipeline release in Kalamazoo, Mich., in 2010. We looked at this closely and consider any release a serious matter. However, we support the Sandpiper project and Enbridge because they held themselves accountable and dedicated themselves to making it right. Since 2010, the company has spent \$1 billion in cleanup efforts. Not one tax payer dollar was spent. Enbridge is fulfilling its commitment to local citizens, agencies and government bodies to restore the lands and waters because it's the right thing to do. That kind of commitment tells us Enbridge is a responsible and responsive neighbor in the communities in which it operates.

Enbridge's dedication and commitment didn't stop there. Since 2010, Enbridge has spent \$4 billion on system maintenance and upgrades. They are placing remote shut off valves at key points along the proposed Sandpiper pipeline route that will allow the system to shut down the pipeline immediately when it detects any issue. In remote areas, access points will be developed as part of construction. Enbridge will maintain the access roads to allow for continued operation, maintenance and response. As part of Enbridge's emergency preparedness, significant time and resources are being dedicated to training employees and contractors so that they are ready to respond immediately to any incident on the ground. In addition, Enbridge is reaching out to our local first responders to make sure safety plans are coordinated, and that there is cooperation between the company and our local folks.

For these reasons, we support the Sandpiper Pipeline Project and the route filed by Enbridge. We did not come to this decision lightly, but we believe the facts support this decision. We also believe that the benefits of the project far outweigh the risk when factoring in the extensive permitting processes required of a project of this nature and the rigorous construction, operation and maintenance policies and protocols the company has developed to date.

We look forward to the Sandpiper project moving forward and seeing the many economic benefits it brings to our region.

We are elected officials that represent counties crossed by Enbridge's Sandpiper pipeline route. All of our counties have had Enbridge pipelines pass through our jurisdictions for 65+ years, so we know full well the benefits and the risks. We have heard from our citizens and gotten detailed information from the company about this project. Together, we submit these resolutions and letters of support for the Sandpiper Pipeline Project.

We are closely following the Minnesota Public Utilities Commission (PUC) permitting process. We wanted to share with you our concern about the recent actions taken to separate the Certificate of Need and Route Permit processes. We have two concerns. First and foremost, the proposed system alternative routes do not include and/or do not take the best path through our counties. We have passed resolutions or signed letters of support for this project because we believe our counties will benefit from the jobs, increased economic activity, and tax dollars that this project will provide. We will lose all or significant portions of these benefits if you choose a route other than the Preferred Route. Even more indicative of the local support for the Sandpiper pipeline: approximately 92% of landowners along Enbridge's proposed route have granted easements for the project already.

The second concern we have relates to timing. The Commission's recent decision to bifurcate the Certificate of Need and Routing Permit Applications has already delayed the project significantly and may create additional uncertainty for a start date. This negatively impacts our ability to plan our future budgets as we will not have an accurate estimate for project completion. This means we have no idea if or when we might collect the additional tax revenue. Enbridge already contributes \$30+ million to Minnesota annually, with an estimated \$25 million in additional tax revenue solely from the Sandpiper pipeline once in service. It also delays the positive economic impact for our area which is a real and significant issue for our citizens.

Given these concerns, we ask that you reconsider your previous decision to separate and sequentially address the Certificate of Need and Route Permit processes. The attached resolutions demonstrate there is significant local support for Enbridge's Preferred Route and the project in itself, and we ask that you take this seriously in your deliberations.

Sincerely,

Heather Cunningham

From: Marci Moreland
Sent: Monday, October 27, 2014 2:33 PM
To: Paul Gassert; Heather Cunningham
Subject: FW: URGENT FAVOR concerning Enbridge Sandpiper Project
Attachments: County Commissioner Op Ed_Oct 2014-10-20.docx; Elected officials that represent counties crossed by Enbridge.docx

Paul, Is this something you would like to get from the Commissioners. Sent it to Heather also seeing she is our Enbridge liason.

From: Cheryl Grover [<mailto:cheryl.grover@co.clearwater.mn.us>]
Sent: Monday, October 27, 2014 2:31 PM
To: mike.dangers@co.aitkin.mn.us; robert.wagner@co.polk.mn.us; nancyamberson@yahoo.com; Marci Moreland
Subject: URGENT FAVOR concerning Enbridge Sandpiper Project

Good Afternoon – I have a HUGE favor to ask of you!

Could you please work with the following people in your respective counties (they already know of this urgent public relations push):

Aitkin County: Commissioners Wiedel, Napstad, Marcotte, Nate Burkett-administrator, and Wagner with Economic Development

Carlton County: Connie Christianson, Economic Development

Red Lake County: John Lerohl, Co. Comm and Mr. Schmitz

Polk County: Commissioner Strandell

A signature page with at least your County Commissioners name and signature is needed ASAP – I am working with Enbridge to get a signature page from each County so that the Op Ed can be submitted to The Star and Tribune (SOON) and the Elected Officials Support letter get submitted to the Public Utilities Commission!

The Public Utilities Commission Letter of Support will need to be sent off by November 6 – that is where the HUGE favor comes in – we are under a time crunch!!

Can you let me know if you can assist – I only need the signature pages scanned and sent to me – then I can send the documents off – one as a NEWS RELEASE and on as a SUPPORT LETTER TO THE PUC.

By the way I do believe that Enbridge feels we need to have the commissioners sign one page in support of the News Release and a separate signature page for the PUC letter. Sorry to be so pushy but we don't want anyone coming back and saying they did not sign for one or the other!!!

*Cheryl Grover, SAM-A
Clearwater County Assessor
213 Main Ave. N., Dept. 203
Bagley, MN 56621
218-694-6260 (office)
218-533-0592 (cell)*

Carlton County Policy Tracking Form

Priority	Policy	Created By	Date Created	30 Day Comment Period	COW Date	County Board Approval & Adoption
1	Data Practices Policy	Attorney's Office	Jun-14			
1	Data Retention Policy	Attorney's Office				
1	E-Cigarette Policy	Mike Tardy requested/Jeff B. draft				
1	Nepotism	Jeff Boucher				
1	HR Internal Complaint Handling Process	Kim Franek				
1	HR External Complaint Handling Process	Kim Franek				
1	HR External Complaint Form	Kim Franek				
1	Lobbying by County Staff	Requested by Commissioner Bodie				
1	Family Medical Leave Act (FMLA)	Kim Franek				
1	Cellular Phone Policy Procedure	Pete Gould				
2	Travel and Meal Reimbursement Policy					
2	Item For Consideration Form Policy (IFC)		May-14			
2	Budget Policy (See below*)	Paul Gassert (updating)	Jun-14			
2	County Board Guidelines					
2	Public Hearing Rules of Procedure & Decorum					
2	Credit Card Policy	Kathy Kortuem				
3	Office Closure Policy					
3	Nondiscrimination Disclosure Policy					
3	Travel and Meal Reimbursement Policy					
3	Data Retention Policy					
3	Bullying Policy					
3	Harassment Policy					
3	Alternative Work Site Policy (AWS)					
3	Internet Use / Social Media Policy					
3	Carlton County Personnel Policy Manual					
	Wellness Policy					
	GIS Distribution Policy					
	Auditor - Wire Transfer Policy					
	Assessor's - Vehicle Use Request Form					
	Interpreter Service Policy					
	Carlton County PH&HS Emergency Procedures Guide	For Review Only				
	Conflict of Interest					
	Management Handbook & Code of Ethics	Paul Gassert				
	Performance Review Policy	Kim Franek	Sep-14			
OTHERS:						
	Building Committee Bylaws	Building Committee	Aug-14			
	Diversity Committee Operating Policy & Procedure	Diversity Committee				
	Finance Committee Budget Policy	Finance Committee				
	Management Team Operating Policy and Procedure	Management Team				
	Wellness Committee Operating Policy & Procedure	Wellness Committee	Jun-14	Sept. 17, 2014 - Oct. 16, 2014		