



Jeffrey Babinski
County Administrator

HOUSTON COUNTY

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Commissioners:
District 1
Jack Miller
District 2
Eric Johnson (Vice Chair)
District 3
Robert Burns
District 4
Teresa Walter (Chair)
District 5
Fred Arnold

HOUSTON COUNTY BOARD OF COMMISSIONERS REGULAR BOARD MEETING AGENDA

9:30, November 12, 2019, County Board Room, Historic Courthouse

CALL TO ORDER

PLEDGE OF ALLEGIANCE

APPROVE AGENDA

APPROVE MINUTES (22 Oct Board Meeting)

PUBLIC COMMENT

CONSENT AGENDA

(Routine business items enacted by one unanimous motion. Commissioners may request moving items on the consent agenda to the Action Item list if they desire discussion before taking action.)

- 1) Approve Claims, Human Service & License Center disbursements
- 2) Approve Ground Lease Agreement with Porteous Olson for Lot 8, Houston County Airport.
- 3) Approve Peddler's License Permits for the following individuals associated with Platinum Supplemental Insurance of Dubuque, Iowa:
 - a. Jason G. Radanot
 - b. Kaleb J. Sogacki
 - c. John A. Braem
 - d. Raymond G. Smith
 - e. Joshua J. Loso
 - f. Luke G. Schneider
- 4) Affirm the following personnel actions:
 - i. Assessor's Office
 1. Hire Joseph Olson as a probationary Appraiser Trainee, (B-22) Step 1, conditioned upon successful completion of background check, effective November 25, 2019.
 2. Accept the resignation of Michelle Quinn, Certified MN Appraiser (B-23), effective the end of the work day November 12, 2019 and thank her for 11 years of service to the Houston residents.

3. Hire David Fueurhelm as a probationary Appraiser Trainee (B-22) Step 1, conditioned upon successful completion of background check, effective November 25, 2019.
- ii. Department of Corrections
 1. Accept the retirement of Carol Sherburne, Technical Clerk I (B-21), effective the end of the day January 7, 2020 with thanks for her 18 years of service to the residents of Houston County.
- iii. Finance Department
 1. Hire Lynn Colsch, as a probationary Technical Clerk II (B-22) Step 2, conditioned upon successful completion of background check, effective November 18, 2019.
- iv. Public Health & Human Services
 1. Change the employment status of Susan Tostenson, Case Aide, from probationary to regular, effective November 20, 2019.
 2. Hire Karlee Moulton as a probationary Child Protection Social Worker (C-41) Step 2, conditioned upon successful completion of background check, effective December 2, 2019.

ACTION ITEMS

- 1) Consider approving the 2020-2021 Delegation Agreement and Work Plan with the MPCA. (Meiners)
- 2) Consider establishing a Capital Project and Debt Service Fund in connection with the Highway Department facility project. (Lapham)
- 3) Consider approval of low bid for SAP 028-599-078 for the Lorenze Road project in Hokah Township. (Pogodzinski)
- 4) Consider initiating a search (or reappointments) for annual vacancies on the Planning Commission and Board of Adjustment. (Lacher)
- 5) Consider approval of the 2020-2021 agreement with CEDA for Economic Development activities (Kruger)
- 6) Consider approving the snow/ice removal contract with WS Trucking & Construction, LLC (Nov 12, 2019 – June 30, 2021). (Kruger)
- 7) Consider revoking the snow/ice removal contract with Steele Construction (Dec 5, 2017 – Dec 5, 2020). (Kruger)

DISCUSSION ITEMS

- 1) Administrator Updates
 - a. MCIT Delegate Letter
 - b. Snowmobile Club Fiscal Review
 - c. Highway Department Facility and Site design
- 2) Commissioner Reports & Comments

CLOSING PUBLIC COMMENT

ADJOURN

REMINDERS

12 November:	Regular Board Meeting (Land Use/Public Works and Public Health and Human Services Standing Committees)
19 November:	Workgroup Session
26 November:	Regular Board Meeting (Finance Standing Committee)
26 November:	Joint Board of Health Meeting (Mabel, 1:00pm)
28/29 November:	Thanksgiving Holiday
2 December:	Truth in Taxation (6:00pm)
3 December:	Board Meeting (Land Use/Public Works and Public Health and Human Services Standing Committees)
9-11 December:	AMC Annual Conference
17 December:	Board Meeting (Finance Standing Committee)
25/25 December:	Christmas Holiday