

Chairperson Oslin called the meeting to order at 9:01 a.m., with the following members present: Commissioners Wilhelm, Reynolds, Oslin, Tellinghuisen, and Peterson. The Pledge of Allegiance was recited.

Assistant County Administrator Holly Wilson introduced one (1) supplemental documents and six (6) add-on agenda request items to the County Board:

- 5.2 Authorize Staff to Solicit Quotes for Maintenance of Tax-Forfeited Property – Supplemental Document;
- 5.5 Approve Revisions to Personnel Policy;
- 5.6 Approve Westlaw Renewal Agreement;
- 5.7 Consider Resolution No. 04-06-2021-01, Charitable Gambling Permit for Ducks Unlimited;
- 5.8 Consider Resolution No. 04-06-2021-02, Repurchase Application;
- 5.9 Consider Authorizing Environmental Resources Director to Administer Low Income SSTS Grant Program;
- 5.10 Consider Quote from Electronics and Appliance Recycling Vendor for 2021 Spring Cleanup Event.

Cmsr Wilhelm motioned to accept the agenda as amended; Cmsr Reynolds seconded. A roll call vote was called; Cmsrs Wilhelm, Reynolds, Oslin, Tellinghuisen, and Peterson voted aye. Motion carried.

#### CONSENT AGENDA

A motion was made by Cmsr Wilhelm seconded by Cmsr Peterson, to approve the following consent agenda items:

- Review of Auditor's Warrants;
- Consider Mortgage Satisfaction Request;
- Consider Camp Registration Fees;
- Consider Small Cities Development Program Grant Administration Contract with Lakes & Pines CAC;
- Consider Appointing County Extension Committee Members;
- Consider Payment for Tree Removal and Demolition at ORV Park;
- Consider Full System Septic Designs/Permit Applications to be Submitted Prior to April 15, 2021;
- Consider County Ag Inspector 2020 Report and 2021 Plan of Work;
- Consider Renewal of Lumen Viper System Maintenance Contract;
- Consider Renewal of Corporate Mechanical's HVAC Preventative Maintenance and Boiler Preventative Maintenance Agreement for 2021;
- Information Only: Advertisement of Bid - SAP 048-614-004 (CSAH 14) Grading, Base and Bituminous Surfacing Project;
- Information Only: Letter of Support and Memorandum of Understanding with Children's Dental Services.

Cmsr Peterson requested the removal of consent agenda item 4.1, Approve 3/16/2021 County Board Meeting Minutes for discussion. Cmsr Tellinghuisen requested the removal of consent agenda items 4.3 Approve Payment to Counsel for Legal Services and 4.8 Consider Payment Due on County Ditch 4 Tree Removal Contract for discussion. A roll call vote was called; Cmsrs Wilhelm, Reynolds, Oslin, Tellinghuisen, and Peterson voted aye. Motion carried.

#### APPROVE 3/16/2021 COUNTY BOARD MEETING MINUTES

Cmsr Peterson noted a clerical error in the County Board Meeting minutes. Cmsr Peterson motioned to approve the 3/16/2021 County Board Meeting Minutes with the noted correction; Cmsr Tellinghuisen seconded. A roll call vote was called; Cmsrs Wilhelm, Reynolds, Oslin, Tellinghuisen, and Peterson voted aye. Motion carried.

#### APPROVE PAYMENT TO COUNSEL FOR LEGAL SERVICES

Cmsr Tellinghuisen questioned if the County was current on all payments for legal services. Assistant County Administrator Holly Wilson stated that all legal bills are paid by the County once received. Discussion occurred among the Commissioners concerning the timeline associated with payment of the attorney's fees. Cmsr Peterson motioned to table Payment for Legal Services; Cmsr Tellinghuisen seconded. A roll call vote was called; Cmsrs Wilhelm, Reynolds, Oslin, Tellinghuisen, and Peterson voted aye. Motion carried.

CONSIDER PAYMENT DUE ON COUNTY DITCH 4 TREE REMOVAL CONTRACT

Cmsr Tellinghuisen stated he had received a complaint from a constituent concerning the work completed on County Ditch 4. Cmsr Tellinghuisen stated that the landowner was concerned with a damaged fence and significant loss of trees in the area. Environmental Resources Director Chris Berg stated that the fence removed was within the right-of-way work area; however, an excessive amount of trees had been removed. Notification concerning the fence line in the right-of-way had previously been sent to the landowner; the fence was not removed, therefore the contractor completed the work. Berg stated that any additional concerns should be addressed directly between the contractor and the landowner. Assistant County Administrator Wilson recommended that Environmental Resources Director Berg, the contractor, and the landowner meet to determine a reasonable solution to this dilemma. Cmsr Wilhelm motioned to table the Payment Due on County Ditch 4 Tree Removal Contract and to have the staff meet with landowner and contractor; Cmsr Tellinghuisen seconded. A roll call vote was called; Cmsrs Wilhelm, Reynolds, Oslin, Tellinghuisen, and Peterson voted aye. Motion carried.

APPROVE EXECUTIVE RECRUITMENT PROCESS TO FILL THE COUNTY ADMINISTRATOR VACANCY

Assistant County Administrator Wilson stated that Baker Tilly Director Patty Heminover would provide a presentation concerning the advantages and disadvantages of hiring a County Administrator or County Coordinator. Heminover discussed the County's internal operations, the qualities of a preferred candidate, the hiring process, and the County Board's interaction with department heads. Discussion occurred among the Commissioners concerning the "hands-on" approach often associated with a County Coordinator, in comparison to the County Administrator position which may alter staff association with the County Board. Each Commissioner provided their thoughts associated with either position. Heminover stated that an online Management Assessment Personality Index survey would be sent to each Commissioner to best determine the qualities they are seeking in a candidate. Wilson stated that a revised position description will be brought to the County Board for review at a future meeting. Cmsr Wilhelm motioned to recruit a County Coordinator for Mille Lacs County; Cmsr Tellinghuisen seconded. A roll call vote was called; Cmsrs Wilhelm, Oslin, and Tellinghuisen voted aye. Cmsrs Reynolds and Peterson voted nay. Motion carried.

The Chairperson recessed the meeting at 10:00 a.m.; the meeting reconvened at 10:05 a.m.

AUTHORIZE STAFF TO SOLICIT QUOTES FOR THE MAINTENANCE OF TAX-FORFEITED PROPERTY

Environmental Resources Director Berg stated that two tax-forfeited properties will require mowing during the summer season. Berg stated that both properties were mowed last year under the same contract. Berg stated that both properties are available for sale to the public at the counter and are advertised on the County website. Cmsr Peterson motioned to Authorize Staff to Solicit Quotes for the Maintenance of Tax-Forfeited Property; Cmsr Tellinghuisen seconded. A roll call vote was called; Cmsrs Wilhelm, Reynolds, Oslin, Tellinghuisen, and Peterson voted aye. Motion carried.

CONSIDER EXTENDING MILLE LACS AND CROW WING COUNTY PLOWING AGREEMENT

County Engineer Neal Knopik reviewed the Mille Lacs and Crow Wing County Plowing Agreement. Discussion occurred among the Commissioners concerning costs associated with the agreement. Knopik stated that each year is dependent on the amount of snow received; annually it can range from \$400 to \$1,100. Cmsr Wilhelm motioned to approve Extending the Mille Lacs and Crow Wing County Plowing Agreement; Cmsr Reynolds seconded. A roll call vote was called; Cmsrs Wilhelm, Reynolds, Oslin, Tellinghuisen, and Peterson voted aye. Motion carried.

CONSIDER RESOLUTION PWD 2021-4-6-21-11, APPROVE VARIANCE FOR MATCH PORTION OF THE REDUCED CONFLICT INTERSECTION CONSTRUCTION

County Engineer Knopik discussed the variance associated with the Reduced Conflict Intersection Construction (RCI) match portion. Knopik noted that if approved, the variance would allow the approximate balance of \$83,000 to be paid. Wilson stated that this expense was previously included in the Public Works budget. Discussion occurred among the Commissioners concerning the match amount necessary for funding the project. Cmsr Reynolds motioned to adopt Resolution PWD 2021-4-6-21-11, Approve Variance for Match Portion of the Reduced Conflict Intersection Construction; Cmsr Peterson seconded. A roll call vote was called; Cmsrs Wilhelm, Reynolds, Oslin, Tellinghuisen, and Peterson voted aye. Motion carried.

*Mille Lacs County, Minnesota*  
**RESOLUTION PWD 2021-4-6-21-11**

**APPROVE VARIANCE FOR MILLE LACS COUNTY'S PORTION OF REDUCTED CONFLICT  
INTERSECTION (RCI) COSTS**

*Be it resolved that Mille Lacs County agrees to use available State Aid Funds to fund the match portion of the three Reduced Conflict Intersections constructed along State Highway 169 in 2020. The intersections improved were CSAH 11, 12 and 13. Since the three county roads improved as part of this project were County State Aid Roads, the County has the option to use state aid funds rather than those from Public Works budget. The amount covered by this potential variance will be approximately \$83,000 with a final cost for the County's participation portion given when the project closeout by MnDOT is complete.*

**APPROVE REVISIONS TO PERSONNEL POLICY**

HR Manager Karly Fetters presented the proposed changes to the Adoption, Voluntary Resignation, Outstanding Service Award Program, Respectful Workplace, and Firearms Prohibition sections of the Personnel Policy. Fetters provided a thorough response for each designated change. Discussion occurred regarding the proposed Respectful Workplace section which would limit employee and/or constituent gossip in the workplace; employees would not be permitted to complain in the workplace. Wilson addressed how a complaint associated with the Respectful Workplace policy would be processed. Additional discussion occurred concerning the Firearm Prohibition section associated with staff carrying personal firearms while conducting County business. County Attorney Walsh indicated his support of the proposed Personnel Policy changes. Cmsr Peterson motioned to approve the Voluntary Resignation section of the Personnel Policy while tabling the other proposed changes; Cmsr Reynolds seconded. A roll call vote was called; Cmsrs Wilhelm, Reynolds, Tellinghuisen, and Peterson voted aye. Cmsr Oslin voted nay. Motion carried.

**APPROVE WESTLAW RENEWAL AGREEMENT**

County Attorney Joe Walsh presented the Westlaw Renewal Agreement and recommended the contract renewal for 2021. Cmsr Wilhelm motioned to approve the Westlaw Renewal Agreement; Cmsr Tellinghuisen seconded. A roll call vote was called; Cmsrs Wilhelm, Reynolds, Oslin, Tellinghuisen, and Peterson voted aye. Motion carried.

**CONSIDER RESOLUTION NO. 04-06-2021-01, CHARITABLE GAMBLING PERMIT FOR DUCKS UNLIMITED**

County Auditor-Treasurer Eric Bartusch presented the charitable gambling permit request for Ducks Unlimited. Cmsr Tellinghuisen motioned to adopt Resolution No. 04-06-2021-01, Charitable Gambling Permit for Ducks Unlimited; Cmsr Wilhelm seconded. A roll call vote was called; Cmsrs Wilhelm, Reynolds, Oslin, Tellinghuisen, and Peterson voted aye. Motion carried.

*Board of County Commissioners  
Mille Lacs County, Minnesota  
Resolution No. : 04-06-2021-01  
Approval of Charitable Gambling*

*BE IT RESOLVED, the Mille Lacs County Board of Commissioners hereby approves granting an Exempt Permit for Ducks Unlimited to conduct a raffle event on May 1, 2021 at Nitti's Hunter Point Resort, 5439 479th St, Isle, MN 56342.*

**CONSIDER RESOLUTION NO. 04-06-2021-02, REPURCHASE APPLICATION**

County Auditor-Treasurer Bartusch presented Resolution No. 04-06-2021-02, Resolution for the Repurchase of Tax-Forfeited Parcel 15-024-0100. Bartusch noted that payment includes all back-taxes, in addition to the 2021 taxes paid in full. Cmsr Wilhelm motioned to adopt Resolution No. 04-06-2021-02 Repurchase of Tax-Forfeited Parcel 15-024-0100; Cmsr Reynolds seconded. A roll call vote was called; Cmsrs Wilhelm, Reynolds, Oslin, Tellinghuisen, and Peterson voted aye. Motion carried.

*Board of County Commissioners  
Mille Lacs County, Minnesota  
Resolution No.: 04-06-2021-02*

***RESOLUTION FOR THE REPURCHASE OF TAX-FORFEITED PARCEL 15-024-0100***

*WHEREAS, on October 1, 2020 parcel 15-024-0100 described as West Half of the Southwest Quarter of the Southwest Quarter, Except part of Parcel # 20 to Hwy 169, and except the South 400 Feet of Section 24 Township 39 Range 27, forfeited for non-payment of taxes; and  
WHEREAS, the parcel is located in Page Township on 11.88 acres and is/was the homestead of the applicant; with an estimated value of 131,000; and*

*WHEREAS, the previous owner, Brian Desalvo and Rachael Cooper, has submitted an application to repurchase along with payment in full for the total of all delinquent taxes, penalty, interest and costs.*

*WHEREAS, Minnesota Statute 282.241 allows the board of county commissioners to approve the repurchase of tax-forfeited property only after adoption of a resolution determining that, by allowing the repurchase, undue hardship or injustice resulting from the forfeiture will be corrected, or that permitting the repurchase will promote the use of the lands that will best serve the public interest.*

*THEREFORE; BE IT RESOLVED by the Mille Lacs County Board of Commissioners that permitting the repurchase of parcel 15-024-0100 corrects undue hardship by returning a taxpayers homestead and will best serve the public interest by returning the property to the tax rolls, and that the application to repurchase parcel 15-024-0100 is hereby approved.*

**CONSIDER AUTHORIZING ENVIRONMENTAL RESOURCES DIRECTOR TO ADMINISTER LOW INCOME SSTS GRANT PROGRAM**

Environmental Resources Director Berg stated that grant funds had been received to assist low-income homeowners to bring septic systems up to code. Berg stated that approximately 4-5 households could be assisted with these funds. Cmsr Wilhelm motioned to approve authorizing the Environmental Resources Director to Administer Low Income SSTS Grant Program; Cmsr Tellinghuisen seconded. A roll call vote was called; Cmsrs Wilhelm, Reynolds, Oslin, Tellinghuisen, and Peterson voted aye. Motion carried.

**CONSIDER QUOTE FROM ELECTRONICS AND APPLIANCE RECYCLING VENDOR FOR 2021 SPRING CLEANUP EVENT**

Environmental Resources Director Berg provided the quote received from the previous year's vendor, Retrofit Companies. Cmsr Tellinghuisen motioned to approve the Retrofit Companies Electronics and Appliance Recycling quote; Cmsr Wilhelm seconded. A roll call vote was called; Cmsrs Wilhelm, Reynolds, Oslin, Tellinghuisen, and Peterson voted aye. Motion carried.

**COMMITTEE REPORTS**

Cmsr Peterson stated that the first in-person DAC was held since October. Cmsr Peterson stated that more individuals have the ability to work at this time; the DAC is thankful for the County's support.

Cmsr Reynolds stated that the Emergency Services Board had not received confirmation as to the amount of grant funds available. Cmsr Reynolds discussed the tower grant equipment project that was forced to be placed on hold to a current lack of funding. Discussion occurred concerning the matching grant component.

Cmsr Wilhelm motioned to adjourn the meeting 11:03 a.m.; Cmsr Tellinghuisen seconded. A roll call vote was called; Cmsrs Wilhelm, Reynolds, Oslin Tellinghuisen, and Peterson voted aye. Motion carried.

ATTEST:

/s/Holly Wilson  
Holly Wilson  
Assistant County Administrator

/s/David Oslin  
David Oslin  
County Board Chairperson