

REGULAR MEETING OF THE ISANTI COUNTY BOARD OF COMMISSIONERS

Wednesday, May 4, 2016; 9:00 a.m. – Government Center Boardroom

Members Present: Chairperson Morris; Commissioners Warring, Anderson, Turnquist, Oslund
Members Absent: None
Others Present: R Heilman, T Bergloff, B Wendorf, P Messer, L Lovering, D Valentyn
(Reporter: Blenenger)

O0o Chairperson Morris convened the meeting and led the assembly in the Pledge of Allegiance.

O0o Public Comment Session. There was no public comment.

16/05-01 Motion by Turnquist, seconded by Oslund to approve the agenda. Motion carried unanimously.

16/05-02 Motion by Oslund, seconded by Turnquist to approve the minutes of the April 20, 2016, County Board meeting. Motion carried unanimously.

16/05-03 Motion by Turnquist, seconded by Warring to approve the following Personnel Committee Recommendation: to approve up to 180 hours of overtime due to an employee on extended leave. Motion carried unanimously.

16/05-04 Motion by Turnquist, seconded by Warring to approve the following Personnel Committee recommendation: to authorize the County Attorney's Office to proceed to hire a full-time Assistant County Attorney I, no earlier than October 1, 2016. Motion carried unanimously.

16/05-05 Motion by Oslund, seconded by Warring to approve the following Personnel Committee recommendation: to move forward to increase steps for the part-time Bus Drivers every year to create equality with Chisago County Transit System Bus Drivers, effective 1-1-2016. Motion carried unanimously.

16/05-06 Motion by Warring, seconded by Anderson to approve the following Personnel Committee recommendation: to move forward to fill the soon to be vacant full-time Transit Operations Coordinator position; further to authorize the current Operations Coordinator to work with the new Operations Coordinator part time for up to 2 months to help train. Motion carried unanimously.

16/05-07 Motion by Turnquist, seconded by Oslund to approve the following Personnel Committee recommendation: to proceed to hire a new Case Aide position in Family Services. Motion carried unanimously.

16/05-08 Motion by Oslund, seconded by Turnquist to approve the following Personnel Committee recommendation: to authorize the Auditor-Treasurer to move forward to fill up to 3 temporary Administrative Assistant I positions to help with elections. Motion carried unanimously.

16/05-09 Motion by Turnquist, seconded by Oslund to approve the following Personnel Committee recommendation: to move forward to fill a vacant full-time Correctional Officer position; further, if filled internally, to proceed to fill any subsequent openings left by filling this position. Motion carried unanimously.

16/05-10 Motion by Turnquist, seconded by Oslund to approve the following Personnel Committee recommendation: to authorize the Sheriff's Department to move forward to fill a full-time Deputy Sheriff position no earlier than July 1, 2016. Motion carried unanimously.

16/05-11 Motion by Oslund, seconded by Oslund to approve the following Personnel Committee recommendation: to authorize the Sheriff to move forward to fill the new full-time Dispatcher position no earlier than July 1, 2016; further, if filled internally, to proceed to fill any subsequent openings left by filling this position. Motion carried unanimously.

16/05-12 Motion by Turnquist, seconded by Anderson to amend the Isanti County Personnel Policy, Conference and Seminar Policy, as follows:

20.1 POLICY STATEMENT

It is the policy of Isanti County that County Employees should perform their tasks at maximum efficiency. Employee training through conferences and seminars are important aspects in maintaining that efficiency. County Department Heads are primarily responsible for approving conferences and training requests for their respective employees. Annual budgets for this training shall be approved by the County Board.

20.2 OUT OF STATE TRAVEL

Isanti County strives to limit travel by employees and Elected Officials to only those trips having a bona fide public purpose and also promoting the mission of the County. In certain cases, travel to location outside the State of Minnesota may be necessary to carry out the mandated duties of a Department. Or, educational opportunities needed by a Department may not be available within this State. Thus, the County Board hereby allows out-of-state travel when such travel fulfills a public purpose and adheres to the terms of this policy.

The following policy applies to all county employees and Elected Officials.

1. County funds may be utilized by Departments for travel outside the State of Minnesota, if such travel satisfies a public purpose and will fulfill Department goals in a manner not otherwise possible within this State.
2. Travel outside the State is permitted in the following situations:
 - a. To attend a national conference of a professional association in which the Department or the County maintains a membership;
 - b. To attend a training seminar necessary to improve employee skills when such training is not available locally;
 - c. When out-of-state travel is required to fulfill the law enforcement and prosecutorial duties of the Sheriff's office and County Attorney, respectively;
 - d. To participate in other events or meetings deemed by the Department Head or County Board to promote County goals and produce reasonable foreseeable benefits for the County and its taxpayers;
3. Reimbursements for travel costs shall be made pursuant to the Isanti County Personnel Policies;
4. Employees must obtain Department Head approval prior to making any travel arrangements that will involve out-of-state travel;

5. County Board members seeking to travel on county business out-of-state must first receive County Board approval prior to making any travel arrangements;
6. The preceding out-of-sate travel policy may be reviewed as necessary by the County Board.

Motion carried unanimously.

16/05-13 Motion by Anderson, seconded by Warring to approve the following utility permits: to MidContinent Communications for a buried communications line along CSAH 5; and to Frontier Communications for a buried communications line across CSAH 16. Motion carried unanimously.

16/05-14 Motion by Oslund, seconded by Warring to ratify the hire of the following seasonal Aquatic Invasive Species Inspectors, effective May 12, 2016, contingent upon passing test: Renell Pagel, Aaron Clark, Phillip Anderson, and Paige Holt. Motion carried unanimously.

16/05-15 Motion by Anderson, seconded by Oslund to approve the final plat of North Vassar (Michael Newell) in Oxford Township. Motion carried unanimously.

16/05-16 Motion by Oslund, seconded by Turnquist to approve the request of Cambridge Township to utilize \$4000 from their Park Reserve Fund to purchase playground equipment to be installed at the Grandy Lions Community Building. Motion carried unanimously.

16/05-17 Motion by Oslund, seconded by Warring to award the bid and enter into a contract for portable restroom rental and services with Jimmy's Johnnys, Inc. Motion carried unanimously.

16/05-18 Motion by Anderson, seconded by Warring to approve a Contract with the Department of Human Services and Isanti County to be Fiscal Host for a Long Term Homeless Grant. Motion carried unanimously.

16/05-19 Motion by Anderson, seconded by Oslund to approve a Contract with Isanti County Family Services and Hearth Connection. Motion carried unanimously.

16/05-20 Motion by Turnquist, seconded by Oslund to approve a Mutual Aid Agreement with Hennepin County for the National Sheriff's Association Conference and Exhibition in Minneapolis. Motion carried unanimously.

16/05-21 Motion by Anderson, seconded by Turnquist to ratify moving Eric Chouinard from part-time to full-time Correctional Officer, effective 5-12-2016. Motion carried unanimously.

00o Commissioners provided various Committee Reports.

16/05-22 Motion by Anderson, seconded by Oslund to approve the following Claims and Warrants:

Watson Company	\$ 5218.24	Beaudry oil and Propane	7445.86
Bruce D Yerigan, Trustee	20000.00	Lake Restoration	14348.25
Baratto Brothers Const. Inc.	215409.68	Advanced Correctional Healthlthcare	13056.38
Buetow 2 Architects, Inc.	9070.87	Brock White Company	8025.00

TOTAL CLAIMS AND WARRANTS
Motion carried unanimously.

\$ 292,574.28

O0o Closed session to discuss Labor Negotiations (9:55 a.m.).

16/05-23 Motion by Turnquist, seconded by Oslund to move to open session (10:50 a.m.). Motion carried unanimously.

16/05-24 Motion by Turnquist, seconded by Warring to adjourn. (10:51 a.m.). Motion carried unanimously.

Kevin VanHooser, County Administrator

Susan Morris, County Board Chairperson

By: Barbara E. Baar, Deputy County Administrator