

TRANSCRIPT AND REPORT OF PROCEEDINGS
 CASS COUNTY BOARD OF COMMISSIONERS
 COUNTY OF CASS
 April 20, 2004

Chairman Dowson convened the regular meeting of the Cass County Board of Commissioners at 9:00 a.m. on Tuesday, April 20, 2004, with the flag pledge, in the Board Room of the Courthouse, Walker, MN. Commissioners present: Demgen, Downham, Dowson, Kangas, Lilyquist. Commissioners absent: None.

Others present during portions of the meeting included:

<u>NAME</u>	<u>REPRESENTING</u>	<u>NAME</u>	<u>REPRESENTING</u>
Robert Yochum	Administrator	John Sumption	Deputy ESD Director
Dave Enblom	Highway Department	Dorothy Opheim	HHVS Director
Melanie Wolfe	HHVS	Brenda Erickson	HHVS
Jamie Richter	HHVS	Ane Rogers	HHVS
Joan Helms	HHVS	Faye Dudley	VSO Officer
Norm Moody	Land Department	Randy Fisher	Sheriff
Bert Woodford	Jail Administrator	Jerry Demars	Self
Stephanie Williams	Northland Safe Community Coalition	Jessica Stay	Youth In Action
Courtney Manders	Youth In Action	Anna Davis-Pterson	Youth In Action
Jason Knapp	Youth In Action	Jeff Rodin	Northland School YIA
Terri Shepard	Northland School YIA	Gail Levenson	Cass County EDC
William Berger	Self	Gail DeBoer	Pilot Independent
Monica Lundquist	Brainerd Dispatch		

M/S/P Lilyquist, Demgen - To approve the agenda items for discussion as presented and the addition of Item 2A.23 (Receive & file arbitration notice – Assistant County Attorney), Item 4.C (AMC Daily – Action Alert on alcohol beverage tax), Item 7.F (Authorize Highway Department vehicle auction participation), Item 9.C (Accept Roosevelt Canal donation from Turtle Lake Township), and Item 10.C (Receive & file Cass County EDC Monthly Activity Report) and deletion of Item 2A.22 (Authorize Juvenile Accountability Block Grant Disproportionate Minority Contact application). Unanimous.

A. Robert Yochum presented the Board the following matters:

- Approve - Board Minutes of April 6, 2004.
- Approve - Manual warrants dated March, 2004 in the amount of \$987,836.85.
- Approve - Auditor's warrants dated April 8, 2004 in the amount of \$159,276.04.
- Approve - HHVS warrants dated April 9, 2004 in the amount of \$109,421.90.
- Approve - HHVS warrants dated April 9, 2004 in the amount of \$116,830.00.
- Receive & file - Monthly Budget Reports.
- Approve licenses – On-Sale Liquor License - Moondance Jam Saloon, Moondance Jam, Inc., Turtle Lake Twp. On And Off Sale Liquor License - High Banks Resort, K&R Development, Inc. Unorganized # 5. Tobacco - Open Water @ Moondance Jam, Jim Flesch, Turtle Lake Twp.; Walker Bay Spirits, City of Walker, Walker. Gambling – Baxter Snowmobile Club, Inc., Kelly's Inn, Fairview Twp., Class B.
- Approve personnel actions – Approve - Hiring of Robin Ecker, Financial Worker, Grade Level 18, step 1, effective April 26, 2004. She fills the vacancy left by Deb Nelson. Approve - Permanent status of Marlee Morrison, PHN, effective April 20, 2004. Approve - Grade rating for Veterans Service Officer, Faye Dudley, grade 29, (previously grade 26) step 5, effective April 20, 2004. Approve - Grade rating for Veterans Benefit Specialist, Lynette Emery, grade 18, (previously grade 17) step 10, effective April 20, 2004.
- Receive & file - Interest Income Report for March 2004.
- Approve - Assessor's Office Abatements – 2003/2004 Homestead – Olin, Larry, Turtle Lake Twp.; Tuomi, Nathan, East Gull Lake City; Hibbard, Debra, East Gull Lake City. 2003/2004 – Class Change – Particelli, Giuliane, Shingobee Twp. 2003/2004 – Lease Cancellation – Beaulieu, Patti, Unorg. Twp.
- Receive & file - Correspondence regarding the promotion of additional health care facilities in Cass County.
- Approve - Law Enforcement agreement with US Dept. of Agriculture/Chippewa National Forest – May 1, 2004 – Sept. 30, 2004.

Commissioner Kangas offered Resolution No. 40-04 and moved its adoption; Commissioner Downham seconded:

BE IT RESOLVED that the Cass County Board of Commissioners hereby approves the 2004 Federal Boating Safety Supplement Grant Agreement in the amount of \$10,000.00 with the State of Minnesota Department of Natural Resources, and authorizes signature of the Chairman, Auditor and Sheriff to execute the Agreement.

Resolution No. 40-04 was adopted by majority vote: Ayes: Demgen, Downham, Dowson, Kangas, Lilyquist. Nays: None.

Accept - Grant agreement from Initiative Foundation in the amount of \$20,000.00, "Healthy Lakes Program" acting as fiscal agent.

Receive & file - Monthly HHVS Cash Accounts Report to Date, March 31, 2004 in the amount of \$3,972,073.

Receive & file - Lutheran Social Services Senior Nutrition 2003 Annual Report.

Receive & file - Lutheran Social Service Caregiver Support and Respite 2003 Annual Report.

Receive & file - 1st Quarter 2004 Veterans Service Report.

Commissioner Kangas offered Resolution No.41-04 and moved its adoption; Commissioner Downham seconded:

WHEREAS: With the approval of the Cass County Board of Commissioners, the Cass County Highway Department has developed construction plans and right of way documents for the improvement of CSAH 50 in Shingobee Township, and,

WHEREAS: Included in the right of way documents is Cass County Highway Right of Way Plat No. 1 for County State Aid Highway 50 and,

WHEREAS: In approving this resolution the Cass County Board of Commissioners are designating the definite location of CSAH 50 as shown,

NOW, THEREFORE BE IT RESOLVED, That the Plat of Cass County Highway Right of Way Plat No. 1, County State Aid Highway 50, is hereby certified as the official plat pursuant to Minnesota Statutes Chapter 160.085 and Chapter 160.14, Subdv. 1.

Resolution No. 41-04 was adopted by majority vote: Demgen, Downham, Dowson, Kangas, Lilyquist. Nays: None.

Commissioner Kangas offered Resolution No. 42-04 and moved its adoption; Commissioner Downham seconded:

WHEREAS, the Federal Government has passed the Help America Vote Act (HAVA) of 2002 in an effort to improve the elections administration throughout the nation; and

WHEREAS, HAVA provides funding to individual states for election administration and Minnesota's share is estimated to equal roughly \$39 million; and

WHEREAS, the Counties, Cities, and Townships in Minnesota are given the authority of providing the election administration on behalf of the State of Minnesota and fund the majority of election costs in Minnesota; and

WHEREAS, the HAVA law requires the use of an assisted voting technology machine that allows disabled voters to cast their votes in private; and

WHEREAS, the HAVA law requires that a voter be given the opportunity to correct a spoiled ballot prior to casting and outlines a number of ways a local jurisdiction can meet this requirement; and

WHEREAS, the federal HAVA funds should be used to meet the federal requirements in an efficient and effective manner that does not obligate any local unit of government to significant on-going capital or operational costs after the federal funds are used; and

WHEREAS, any bill that appropriates the federal funding should conform to the following criteria:

- (a) Local governments should retain authority over decisions on how to meet the federal requirements the most efficient way in its jurisdiction.
- (b) Purchasing of equipment from vendors who can provide certified equipment should be allowed.
- (c) Federal funds should be made available to all counties for both the purchase of equipment and for the substantial costs in order to operate, store, maintain, train, and program ballots for use with the purchased equipment.

Therefore, the Cass County Board of Commissioners supports providing the assisted voting technology equipment required under HAVA for use by disabled voters. The board does not support the requirement that every polling place in Minnesota be required to utilize precinct-based optical scan vote tabulating equipment as proposed in House File 1703.

Resolution No. 42-04 was adopted by majority vote: Ayes: Demgen, Downham, Dowson, Kangas, Lilyquist. Nays: None.

Endorse - Next Step request to provide a new Outpatient Chemical Dependency Program in Cass County.

M/S/P Kangas, Downham – To waive reading and approve consent agenda as amended. Unanimous.

- B. Administrator Yochum reported to the Board on recent inquiries of Cass County's interest in a local lodging tax. Added that a statutory or home rule charter city may by ordinance, and a town may by the affirmative vote of the electors at the annual town meeting to impose a tax of up to three percent on the gross lodging receipts. Mr. Yochum added that ninety-five percent of the gross proceeds from any tax imposed under MN Statutes 469.190 Local Lodging Tax, Subdivision 1. would be used by the statutory or home rule charter city or town to fund a local convention or tourism bureau for the purpose of marketing and promoting the city or town as a tourist or convention center. Counties are not presently authorized to impose a local lodging tax without special legislation.

M/S/P Demgen, Lilyquist – To refer the local lodging tax concept to the Cass County Economic Development Corporation for a recommendation. Unanimous.

- C. Administrator Yochum reported to the Board on the Ad Hoc Committee Meeting of Monday, April 19, 2004. The committee reviewed the federal law for county projects eligible under the 25% fund Chippewa National Forest distribution. County projects would require a 45-day public comment prior to the implementation.

M/S/P Kangas, Demgen – To approve the Ad-Hoc Committee recommendations for county projects eligible under the 25% fund Chippewa National Forest distribution as follows: Search, rescue, and emergency services – request clarification if money expended by unorganized towns is an eligible expense; provide public notice that Sheriffs Office search, rescue, and emergency services costs on CNF are qualified county projects for reimbursement. Community service work camps – request clarification if supervision of road right of way cleanup by adults or juveniles performing mandatory community service within the boundaries of the CNF is an eligible county project. Easement purchases – no projects contemplated at this time. After school forest education – provide public notice that the school districts based in Cass County would be eligible to offer CNF forest education at the Deep Portage Conservation Center for all sixth grade students in Cass Lake, Pine River/Backus,

Pillager, Walker/Hackensack/Akeley, Remer/Longville, private, charter, and home schools in Cass County. The program would consist of 2 day, 1 night estimated @ \$50/student (\$18,500/year). Annual funding would be committed through the present federal authorization cycle of 2003 - 2006. Fire prevention & County planning – no projects contemplated at this time. Community forestry cost share – no projects contemplated at this time. Unanimous.

Norm Moody met with the Board on the following matters:

- A. Mr. Moody informed the Board on correspondence pertaining to a private parcel on Showshoe Lake (NW/NW Sec. 29, Twp. 139, R26W Crooked Lake Township). The owner would like to sell the parcel to the county and/or the State of MN. Correspondence from Crooked Lake Township supports the proposed acquisition.

M/S/P Lilyquist, Downham – To authorize the Land Commissioner to proceed with the appraisal to purchase Parcel No. 12-029-2201 on Showshoe Lake NW/NW Sec. 29, Twp. 139, R26W. Unanimous.

- B. Mr. Moody presented correspondence from Crooked Lake Township requested the Land Department to appraise the SW/SW Sec. 22 for potential exchange for the Crooked Lake Township parcel located in Govt. Lot 1. Sec. 4.

M/S/P Lilyquist, Downham – To authorize the Land Commission to proceed with appraisals for potential exchange with SW/SW Sec. 22, Twp. 139N, Rge 26W Cass County's parcel with Crooked Lake Township parcel located in Govt. Lot 1. Sec. 4, Twp. 139N, Rge 26W. Unanimous.

- C. Administrator Yochum reported to the Board on a Trelipe Township public land access issue. Informed the Board that the private owner of Parcel No. 44-117-2201 has recently closed public use of a historic access to adjacent county administered land primarily accessed through public Parcel No. 44-118-1100. Added that the Comprehensive Plan adopted June 2001 (Public Land Use Plan) envisions a Board approved year-round destination trail system. That process is underway and perhaps could assist in evaluating county involvement in what is sure to be an increasing question by the public.

M/S/P Lilyquist, Kangas – To investigate the cost of purchasing an easement over Parcel No. 44-117-2201 and to prepare a feasibility report on building a public road adjacent to the related private property through Parcel No. 44-118-1100. Unanimous.

- D. Informed the Board of the Cass County Loggers 2004 tour meeting has been scheduled for Friday, May 7, 2004, beginning at 9:00 A.M., Deep Portage Conservation Reserve, Hackensack, MN.

M/S/P Lilyquist, Deownham – To establish a special meeting for the Cass County Loggers 2004 tour on Friday, May 7, 2004, beginning at 9:00 A.M., Deep Portage Conservation Reserve, Hackensack, MN. Unanimous.

Dorothy Opheim met with the Board on the following matters:

- A. Ms. Opheim presented Child Placement Costs for March, 2004 in the amount of \$195,894. No action necessary.
- B. Director Opheim and HHVS Supervisors Melanie Wolfe, Jamie Ritcher, Joan Helms, Brenda Erickson, and Faye Dudley presented the Cass County Health Human and Veterans Services 2003 Annual Report. No action necessary.
- C. Administrator Yochum presented the AMC Daily Action Alert pertaining to alcohol tax. The Senate Tax Committee moved forward a bill that would replace an existing alcohol beverage tax with an equivalent gross earnings tax. The proceeds are to be dedicated to counties. Mr. Yochum added that this provision, if adopted, would provide much needed funding to offset the reduction of chemical dependency treatment funds and other health and human services funds. In addition, it has the potential to reduce law enforcement costs related to alcohol and other drug use.

M/S/P Demgen, Downham – To establish a legislative position supporting Senate File # 2769. Unanimous.

John Sumption met with the Board on the following matters:

- A. Mr. Sumption presented comments on the Lawful Assembly permit referral that had been previously referred to the ESD Citizen Advisory Committee. The Committee recommended approval of the revisions to the ordinance on the second reading.
- B. Mr. Sumption presented the three Request For Proposals Responses for Construction Services for the County Recycling Center in May Township accepted until Friday, April 2, 2004.

<u>Bidder</u>	<u>Quote Amount</u>
Brad Travis Construction	\$50,196.84
Rardin Construction, Inc.	\$55,896.00
Hy-Tech Construction of Brainerd, Inc.	\$58,758.00

M/S/P Kangas, Kangas – To award a contract for construction services for the County Recycling Center in May Township to Brad Travis Construction, Hackensack, in the amount of \$50,196.84, subject to mutually agreed completion date will be determined. Unanimous.

Robert Yochum read the Public Hearing Notice of Amendments to Ordinance No. 2004-03 Amendments to the Lawful Assembly Ordinance set for Tuesday, April 20, 2004, beginning at 10:30 a.m., Commissioners Board Room, Courthouse, Walker, MN.

Administrator Yochum presented correspondence from Jim Gerchy of the International Eelpout Festival commenting on the fee and bonding requirements, and food vendors on the ice during the event. ESD Deputy Director John Sumption submitted comments from the ESD Citizen Advisory Committee previously reported at this meeting.

M/S/P Demgen, Lilyquist - To adopt on 2nd Reading Ordinance No. 2004-03 the Amendments to the Lawful Assembly Ordinance as presented. The ordinance will be effective June 11, 2004 after it's publication and filing as provided by law. Unanimous.

Dave Enblom met with the Board on the following matters:

A. Mr. Enblom presented bids for Aggregate Surfacing and Production Projects that wer received on Wednesday, April 14, 2004.

M/S/P Demgen, Lilyquist – Award bids to the following apparent low bidders (received on April 14, 2004) for C.P. 2004-2 (CSAH 25, CSAH #30, Co. Rd. #103, Co. Rd. #109) to Vogt Dirt Service in the amount of \$47,129.50; C.P. 2004-3 (CSAH 19, 41,43, Co. Rd. #116,117, 118, 119, Aggregate Stockpile) to Vogt Dirt Service in the amount of \$142,076.05; and C.P. 2004-4 (Aggregate Surfacing - #3 - CSAH #53, Co. Rd. #126, 129, 157, Aggregate Stockpile) to Bauerly Companies in the amount of \$76,303.55. Unanimous.

C.P. 2004-2 (CSAH 25, CSAH #30, Co. Rd. #103, Co. Rd. #109)
Aggregate Surfacing - #1

<u>CSAH#25</u>	<u>Quantity -Ton</u>	<u>Unit Price</u>	<u>Bid Amount</u>
<u>Bidder</u>	2,200		
Vogt Dirt Service		\$4.74	\$10,428.00
C. Swenson		\$5.14	\$11,308.00
Bauerly Bros.		\$5.21	\$11,462.00
JL Trucking		\$5.89	\$12,958.00
Central Specialties		\$6.84	\$15,048.00
Tri-City		\$7.00	\$15,400.00

<u>CSAH#30</u>	<u>Quantity -Ton</u>	<u>Unit Price</u>	<u>Bid Amount</u>
<u>Bidder</u>	3,300		
Vogt Dirt Service		\$4.74	\$15,642.00
C. Swenson		\$5.14	\$16,962.00
Bauerly Bros.		\$5.58	\$18,414.00
JL Trucking		\$5.89	\$19,437.00
Central Specialties		\$6.84	\$22,572.00
Tri-City		\$8.00	\$26,400.00

<u>County Road #103</u>	<u>Quantity -Ton</u>	<u>Unit Price</u>	<u>Bid Amount</u>
<u>Bidder</u>	2,475		
Vogt Dirt Service		\$4.74	\$11,731.50
C. Swenson		\$5.14	\$12,721.50
Bauerly Bros.		\$5.27	\$13,043.25
JL Trucking		\$5.89	\$14,577.75
Central Specialties		\$6.84	\$16,929.00
Tri-City		\$8.00	\$19,800.00

<u>County Road #109</u>	<u>Quantity -Ton</u>	<u>Unit Price</u>	<u>Bid Amount</u>
<u>Bidder</u>	2,200		
Vogt Dirt Service		\$4.24	\$ 9,328.00
C. Swenson		\$5.14	\$11,308.00
Bauerly Bros.		\$4.75	\$10,450.00
JL Trucking		\$5.89	\$12,958.00
Central Specialties		\$6.84	\$15,048.00
Tri-City		\$8.00	\$17,600.00

<u>Total Project CP 2004-2 TOTAL</u>			
Vogt Dirt Service			\$ 47,129.50
C. Swenson			\$52,299.50
Bauerly Bros.			\$53,369.25
JL Trucking			\$59,930.75
Central Specialties			\$69,597.00
Tri-City			\$79,200.00

<u>Aggregate Surfacing - #2</u>			
<u>CSAH #19</u>	<u>Quantity -Ton</u>	<u>Unit Price</u>	<u>Bid Amount</u>
<u>Bidder</u>	1,650		
Vogt Dirt Service		\$3.75	\$6,187.50
Bauerly Bros.		\$6.67	\$11,005.50
C. Swenson		\$5.14	\$ 8,481.00
Central Specialties		\$5.65	\$ 9,322.50

Tri-City \$6.50 \$10,725.00

CSAH #41
Bidder
Quantity -Ton 3,300
Unit Price
Bid Amount
Vogt Dirt Service \$4.65 \$15,345.00
Bauerly Bros. \$5.91 \$19,503.00
C. Swenson \$5.68 \$18,744.00
Central Specialties \$7.25 \$23,925.00
Tri-City \$7.50 \$24,750.00

CSAH #43
Bidder
Quantity -Ton 2,060
Unit Price
Bid Amount
Vogt Dirt Service \$5.88 \$12,112.80
Bauerly Bros. \$6.25 \$12,875.00
C. Swenson \$5.73 \$11,803.80
Central Specialties \$8.06 \$16,603.60
Tri-City \$8.00 \$16,480.00

County Road #116
Bidder
Quantity -Ton 5,775
Unit Price
Bid Amount
Vogt Dirt Service \$4.66 \$26,911.50
Bauerly Bros. \$4.88 \$28,182.00
C. Swenson \$5.14 \$29,683.50
Central Specialties \$5.75 \$33,206.25
Tri-City \$7.50 \$43,312.50

County Road #117
Bidder
Quantity -Ton 3,300
Unit Price
Bid Amount
Vogt Dirt Service \$4.66 \$15,378.00
Bauerly Bros. \$4.35 \$14,355.00
C. Swenson \$5.14 \$16,962.00
Central Specialties \$5.50 \$18,150.00
Tri-City \$7.50 \$24,750.00

County Road #118
Bidder
Quantity -Ton 5,500
Unit Price
Bid Amount
Vogt Dirt Service \$6.06 \$33,330.00
Bauerly Bros. \$5.11 \$28,105.00
C. Swenson \$5.63 \$30,965.00
Central Specialties \$6.95 \$38,225.00
Tri-City \$8.50 \$46,750.00

County Road #119
Bidder
Quantity -Ton 3,025
Unit Price
Bid Amount
Vogt Dirt Service \$5.89 \$17,817.25
Bauerly Bros. \$5.64 \$17,061.00
C. Swenson \$5.80 \$17,545.00
Central Specialties \$7.15 \$21,628.75
Tri-City \$8.50 \$25,712.50

Sub-Total - Aggregate Surfacing
Vogt Dirt Service \$127,082.05
Bauerly Bros. \$131,086.50
Swenson Const. \$134,184.30
Central Specialties \$161,061.10
Tri-City \$192,480.00

Aggregate Stockpile
Aggr. Stockpile, Cl 1. for Cass Co.
Spider Lake Pit

Quantity - Ton
Bidder
Quantity -Ton 5,600
Unit Price
Bid Amount
Vogt Dirt Service \$1.19 \$ 6,664.00
Bauerly Bros. \$1.46 \$ 8,176.00
C. Swenson \$1.61 \$ 9,016.00
Central Specialties \$1.60 \$ 8,960.00
Tri-City \$2.00 \$11,200.00

Aggr. Stockpile, Cl 1. for Ansel Twp.
Spider Lake Pit

Quantity - Ton

<u>Bidder</u>	<u>Quantity</u>	<u>Unit Price</u>	<u>Bid Amount</u>
	7,000		
Vogt Dirt Service		\$1.19	\$ 8,330.00
Bauerly Bros.		\$1.46	\$10,220.00
C. Swenson		\$1.61	\$11,270.00
Central Specialties		\$1.60	\$11,200.00
Tri-City		\$2.00	\$14,000.00

Sub-Total - Stockpiles

Vogt Dirt Service			\$14,994.00
Bauerly Bros.			\$18,396.00
C. Swenson			\$20,286.00
Central Specialties			\$20,160.00
Tri-City			\$25,200.00

Total - Project C.P. 2004 - 3

Vogt Dirt Service			\$142,076.05
Bauerly Bros.			\$149,482.50
C. Swenson			\$154,470.30
Central Specialties			\$181,221.10
Tri-City			\$217,680.00

Aggregate Surfacing - #3

CSAH #53

Quantity -Ton

<u>Bidder</u>	<u>Quantity</u>	<u>Unit Price</u>	<u>Bid Amount</u>
	3,300		
Bauerly Bros.		\$5.81	\$19,173.00
Vogt Dirt Service		\$5.23	\$17,259.00
Tri-City		\$8.00	\$26,400.00
Central Specialties		\$8.67	\$28,611.00

County Road #126

Quantity -Ton

<u>Bidder</u>	<u>Quantity</u>	<u>Unit Price</u>	<u>Bid Amount</u>
	1,650		
Bauerly Bros.		\$6.25	\$10,312.50
Vogt Dirt Service		\$5.38	\$ 8,877.00
Tri-City		\$8.00	\$13,200.00
Central Specialties		\$8.67	\$14,305.50

County Road #129

Quantity -Ton

<u>Bidder</u>	<u>Quantity</u>	<u>Unit Price</u>	<u>Bid Amount</u>
	1,760		
Bauerly Bros.		\$5.63	\$ 9,908.80
Vogt Dirt Service		\$4.52	\$ 7,955.20
Tri-City		\$8.00	\$14,200.00
Central Specialties		\$8.67	\$15,259.20

County Road #157

Quantity -Ton

<u>Bidder</u>	<u>Quantity</u>	<u>Unit Price</u>	<u>Bid Amount</u>
	5,775		
Bauerly Bros.		\$5.47	\$31,589.25
Vogt Dirt Service		\$5.23	\$30,203.25
Tri-City		\$8.00	\$46,200.00
Central Specialties		\$8.67	\$50,069.25

Sub-total - Aggregate Surface

<u>Bidder</u>	<u>Bid Amount</u>
Bauerly Bros.	\$ 70,983.55
Vogt Dirt Service	\$ 64,294.45
Tri-City	\$ 99,880.00
Central Specialties	\$108,244.95

Aggregate Stockpile

Aggr. Stockpile, Cl 1. for Cass Co.
Spider Lake Pit

Quantity - Ton

<u>Bidder</u>	<u>Quantity</u>	<u>Unit Price</u>	<u>Bid Amount</u>
	3,500		
Bauerly Bros.		\$1.52	\$ 5,320.00
Vogt Dirt Service		\$4.35	\$15,225.00
Tri-City		\$2.50	\$ 8,750.00
Central Specialties		\$1.75	\$ 6,125.00

Total – Project C.P. 2004 - 4

Bauerly Bros.	\$ 76,303.55
Vogt Dirt Service	\$ 79,519.45
Tri-City	\$108,630.00
Central Specialties	\$114,369.95

- B. Mr. Enblom presented information on the coordination with Sylvan Township for funding for improvements to Pillsbury Forest Road.

M/S/P Kangas, Demgen – To approve the Highway Department assisting Sylvan Township in applying for funding from the DNR State Park Road Account for improvements to Pillsbury Forest Road, and to investigate the eligibility of improvements to Wilderness Park roads in Meadbrook Township utilizing DNR State Park Road Funds. Unanimous.

- C. Mr. Enblom updated the Board on his attendance and participation at the National Association of County Engineer's Management and Technical Conference. Mr. Enblom informed the Board that there is \$2.5 million for the Sucker Bay Road, \$1million for federal Dam Streets, and \$1.5million for the Cass Lake project included in the US House Bill for Transportation funding at this time.

- D. Mr. Enblom informed the Board that solicitations were sent to Architecture One, SHE, LHB, Rich Rude, and WSN for the construction of highway maintenance facilities and Land Department building replacement. Also requested the Board to designate two commissioners to participate in the review of the proposals and selection.

M/S/P Kangas, Demgen – To request a Committee of the Board (Commissioners Downham, and Dowson) to study responses for architectural services. Unanimous.

- E. M/S/P Dowson, Downham – To approved Cass County entering into a Road Project Agreement No.1 with the US Forest Service to improve Forest Road #2112 Long Lake Road (Unorg.#4). Unanimous.

- F. M/S/P Demgen, Lilyquist – To approve purchase of a ¾ ton pickup at the GSA Auction on April 21, 2004 in Shakopee, the vehicle will be used for plowing county owned parking lots (courthouse, HHVS) as well as miscellaneous maintenance purposes. Unanimous.

Jessica Stay, Courtney Manders, Anna Davis-Peterson and Jason Knapp from the Northland High School "Youth In Action" appeared before the Board to present the sign, slogan, and logo they had designed for a sign campaign to reduce deaths and serious injuries due to impaired drivers in the Remer area. Chairman Dowson thanked the group and presented the students a "Certificate of Appreciation" for their efforts.

Randy Fisher, and Bert Woodford met with the Board on the following matters:

- A. Jail Administrator Woodford appeared before the Board to request permission to hire an additional temporary part-time Jailer position.

M/S/P Demgen, Lilyquist – To authorize the Jail Administrator to hire a temporary part-time jailer position within the existing Sheriff's Office 2004 budget. Unanimous.

- B. Sheriff Fisher presented All-Terrain Vehicle and trailer quotes for use by for the Sheriff's Department.

ATV			
<u>Bidder</u>	<u>Model/Make</u>	<u>Single Quote Amount</u>	<u>Double Quote Amount</u>
Walker Polaris	2004 Polaris 500	\$5,619.00	\$11,238.00
Thunder Lake Sports	2004-SP 500	\$5,626.10	\$11,252.20
Larson Motor Service	2004 Arctic Cat 500	\$5,705.56	\$11,411.12
Musky House Marine & Arctic Cat	2004-Arctic Cat 500	\$5,755.00	\$11,200.00
Brother's Motor Sports	2004 Suzuki 500	\$5,758.00	\$11,516.00
Ray's Sport & Cycle	2004 Yamaha 660	\$6,489.00	\$12,978.00

(Sales Tax and license fees not included)

M/S/P Lilyquist, Demgen – To award the All-Terrain Vehicle (received on April 19, 2004) quote to Musky House Marine & Arctic Cat for two 2004-Arctic Cat 500, in the amount of \$11,200.00 (Sales Tax and license fees not included) . Unanimous.

Trailer		
<u>Bidder</u>	<u>Model/Make</u>	<u>Quote Amount</u>
Brother's Motor Sports	2004-53" X8 Aluminum Eagle	\$ 691.00
Larson Motor Sports	2001-4X8 Aluminum W/Ramps Midwest	\$ 795.00
Musky House Marine	2004-54"X8 Aluminum EIL0E	\$ 899.00
Ray's Sport & Cycle	2004-53"X8 Aluminum Bear Track	\$ 899.00
Walker Polaris	2004-5X8 Aluminum Eagle	\$1,000.00

M/S/P Demgen, Lilyquist – To award the trailer for a ATV (received on April 19, 2004) quote to Brother's Motor Sports for one 2004-53"X8 Aluminum Eagle, in the amount of \$691.00 (Sales Tax and license fees not included) . Unanimous.

- C. M/S/P Lilyquist, Downham – To accept the donation of \$2,000.00 from Turtle Lake Township and authorize a \$2,000.00 to the Leech Lake Association for excavation work related improvements to the Roosevelt Canal on Leech Lake. Unanimous.

Gail Leverson from the Cass County Economic Development Corporation met with the Board on the following matters:

- A. Ms. Leverson presented the specifications and responses to the Request for Proposals for Professional Architectural and Engineering Services for Master Planning of the Ah-Gwah-Ching Center Campus due March 31, 2004. The Ah-Gwah-Ching Review Team consisted of the MN Department of Human Services – Allan VanBuskirk, Pat Bauer, MN Department of Administration – Wayne Waslaski, Cass County Economic Development Corporation – Gail Leverson, John Grimley, and Cass County – Jim Dowson, and Robert Yochum. The team evaluated the three firms that presented responses and unanimously recommends selection of BKV Group. Administrator Yochum reported the source of funding to be 100% State of Minnesota. Ms. Leverson also informed the Board of a tour and pre-proposal conference scheduled for Tuesday, May 4, 2004, beginning at 1:00 P.M. at the Ah-Gwah-Ching Center Campus.

<u>Firm</u>	<u>Amount</u>
BKV Group	\$139,894.00
KKE Architects	\$136,406.00
Miller/Dunwiddie	\$166,995.00

M/S/P Kangas, Lilyquist – To approve the recommendation of the Ah-Gwah-Ching Review Team to award a contract for Professional Architectural and Engineering Services for Master Planning of the Ah-Gwah-Ching Center Campus to BKV Group not to exceed \$139,894.00. Unanimous.

- B. Ms. Leverson presented the sample of the JOBZ signs that will be placed at city entrances and county lines in Cass County. The Cass County Highway Department will assist in the installation of the signs.

M/S/P Lilyquist, Kangas – To approve placement of the JOBZ signs and to seek a variance from MnDOT for the placement of the JOBZ signs at city entrances and county line signs, and further to authorize the use of county funds for the purchase of county line signs. Unanimous.

- C. M/S/P Downham, Kangas – To receive & file the Cass County Economic Development Corporation Monthly Activity Report for the month of March 2004. Unanimous.

Administrator Yochum Confirmed the upcoming meeting schedule: 4-County Board of Health Meeting, Friday, April 23, 2004, 10:00 am, Morrison County.

Chairman Dowson adjourned the meeting at 11:15 a.m.

SIGNED: _____
Jim Dowson, Chairman
Cass County Board of Commissioners

ATTEST: _____
Robert H. Yochum
Cass County Administrator