

**RE-ORGANIZATIONAL MEETING OF THE BIG STONE COUNTY BOARD
January 7, 2020**

The Big Stone County Board of Commissioners met in the Commissioner’s Room at 8:30 AM on Tuesday, January 7, 2020. Chairman Sandberg called the meeting to order with Commissioners Athey, Klepel and Olson present. Also present were Dillon Dwyer of the Ortonville Independent, HR Director Dawn Gregoire, County Attorney Joe Glasrud and County Auditor Michelle Knutson. The Pledge of Allegiance followed. Commissioner Backer arrived at the meeting.

Upon call for nominations for Board Chairman, Commissioner Olson nominated Commissioner Athey. Following 2 calls for further nominations, motion by Olson, seconded by Backer and carried to cast a unanimous ballot for Commissioner Athey for Chairman. Outgoing Chairman Sandberg turned the meeting over to newly-elected Chairman Athey.

Chairman Athey called for nominations for Vice Chairman. Commissioner Sandberg nominated Commissioner Backer. Following 2 calls for further nominations, motion by Sandberg, seconded by Olson and carried to cast a unanimous ballot for Commissioner Backer for Vice Chairman.

Motion by Sandberg, seconded by Olson and carried to approve the minutes of the December 17th regular meeting with additional wording providing the reason for the DNR motion as recommended by Attorney Glasrud.

Motion by Olson, seconded by Backer and carried to approve the agenda.

The bids received from the Ortonville Independent and the Northern Star for publishing those notices as legally required were reviewed. Motion by Sandberg, seconded by Klepel and carried to accept the bid and surety bond of the Ortonville Independent as the official newspaper of the County for 2020. The Northern Star will publish second notices as required by law.

Motion by Backer, seconded by Klepel and carried to designate the County’s website for the publication of transportation projects as allowed by MS §331A.12.

Motion by Backer, seconded by Sandberg and carried to establish the following committee appointments:

Commissioner List

AMC Voting Delegates	All Commissioners
AMC Environment & Natural Resources Policy Committee	Commissioner Athey
AMC General Government Policy Committee	Commissioner Olson
AMC Health & Human Services Policy Committee	Commissioner Backer
AMC Public Safety Policy Committee	Commissioner Klepel
AMC Transportation & Infrastructure Policy Committee	Commissioner Sandberg
Appeals Committee (relating to the Ag Inspector)	Commissioners Athey & Olson Backer the alternate
AIS	Commissioner Sandberg
Audit	Commissioner Sandberg
Big Stone Area Growth	Commissioners Klepel & Backer
Bois de Sioux Watershed District	Commissioner Backer
Central MN Emergency Services Board (ESB)	Commissioner Klepel Sandberg the alternate
Communications	Commissioner Olson Sandberg the alternate

Counties Providing Technology (CPT)	Commissioner Backer Olson the alternate
Countryside Public Health	Commissioner Olson Sandberg the alternate
Ditches & Roads	All Commissioners
Joint Ditch 7/24 Authority	Commissioners Olson, Sandberg & Klepel
Joint Ditch 4 Authority	Commissioners Backer, Athey & Olson
Joint Ditch 10/11 Authority	Commissioners Sandberg, Athey & Olson
Environmental Committee	Commissioners Sandberg & Olson
Extension Committee	Commissioners Klepel & Athey
Fair Board	Commissioner Athey
Food Shelf	Commissioner Sandberg
Historical Society	Commissioner Sandberg
HRA	Commissioner Athey
Investment Committee	Commissioner Sandberg
IT Committee	Commissioner Olson Backer the alternate
Law Library Committee	Commissioner Athey
Land Records Committee	Commissioner Sandberg
Legislative Committee	All Commissioners
Local Collaborative	Commissioner Sandberg
Main Street Industries Board	Commissioner Sandberg
MCIT	Chair Vice Chair the alternate
MRCC	Commissioner Athey Other Commissioners the alternates
Personnel & Labor Relations Committee	Chair & Vice Chair
Pioneerland Library Board	Commissioner Olson
Planning & Zoning	Commissioners Athey & Olson
Pomme de Terre River Association	Commissioner Klepel
Prairie Country RC&D Council	Commissioner Backer Sandberg the alternate
Prairie Five Community Action Council	Commissioner Athey
PrimeWest Health Systems	Commissioner Olson Sandberg the alternate
Private Industry Council Chief Elected Officials Board	Commissioner Backer Olson the alternate
Probation Joint Powers Board	Commissioner Backer Klepel the alternate
Public Safety Committee	Commissioners Klepel & Sandberg
Purchasing & Property Management	Commissioners Athey & Sandberg
Red River Basin Commission	Commissioner Backer
Regional Development Commission (RDC)	Commissioner Backer Klepel the alternate
RDC Revolving Loan Fund (RLF) Advisory Board	Commissioner Klepel
Safety Committee	Commissioners Klepel & Sandberg
Security Committee	Commissioners Klepel & Sandberg
Soil & Water Conservation District	Commissioner Athey Olson the alternate
Southwest MN EMS	Commissioner Backer Klepel the alternate

Consensus was to have Commissioners Sandberg and Athey continue to serve on the Personnel & Labor Relations Committee for the LELS union negotiations until the contract is finalized.

Deputy Auditor Heather Henrich arrived at the meeting during the committee appointment discussion.

Commissioners reported on the following committees:

Klepel – ESB; Extension

Olson – Pioneerland

Sandberg – ESB; Personnel

Athey – Extension; Prairie 5; Personnel

Backer – CPT; RDC; Bois de Sioux 1W1P

County Treasurer Cindy Nelson, Deputy Assessor Barb Amundson and Deputy Environmental Director Ronda Maas arrived at the meeting during committee reports.

Commissioner Backer reported on some concerns they were having when the coroner had to be called to a scene and how all the various agencies were waiting until they arrived. The policy has been changed since he put this item on the agenda so no action is needed from the Board. Commissioner Backer reported that Sheriff Brown has changed the policy so that emergency and first responders will be released and the deputy will stay on the scene until the coroner arrives.

Commissioner Sandberg requested that the Board consider having work sessions to review information on items that require more discussion before a decision is made. Consensus was to move the regular meetings to a 9:00 AM start time and hold work sessions beginning at 8:30 AM.

Commissioner Sandberg reported on information regarding the salaries of elected and exempt employees due to there being 27 payrolls in 2020. He is waiting for further clarification from Attorney Ann Goering and will report back at the next meeting.

IT Director Matt Anderson arrived at the meeting.

Motion by Sandberg, seconded by Backer and carried to approve the list of depositories for the County as presented by County Treasurer Cindy Nelson.

Treasurer Nelson presented investment information and fund balances for 2018 and 2019 for the Board's review.

Motion by Olson, seconded by Klepel and carried to authorize payment of the following claims as presented by Auditor Knutson:

Association of MN Counties	\$ 5,871.00
Big Stone Area Growth	20,500.00
Big Stone Co Ag Society	24,000.00
Big Stone Co Historical Society	25,000.00
Big Stone SWCD	22,500.00
Bonanza Education Center	5,000.00
Bond Trust Services	324,898.75
City of Browns Valley	2,500.00
City of Graceville	11,500.00
City of Ortonville	10,000.00
Countryside Public Health	36,259.00
MCIT	118,347.00
MN Sheriff's Assn	3,004.82

Pictometry	6,158.94
Pioneerland Library System	19,577.00
Sandwell	18,147.00
Titan Machinery	128,895.36
20 Payments Less Than \$2,000	<u>10,970.68</u>
Total	\$793129.55

Auditor Knutson reviewed the 2019 ditch loan activity with the Board. Motion by Sandberg, seconded by Olson and carried to authorize the following internal transactions effective 12/31/19:

Ditch to General		\$ 98,901.00
CD 8	\$ 6,800.00	
CD 13	\$ 9,600.00	
CD 20	\$ 2,308.00	
CD 30	\$23,100.00	
JD 4	\$46,882.50	
JD 24	\$10,210.50	

Motion by Klepel, seconded by Backer and carried to authorize the following internal transactions effective 12/31/19:

General to Highway		\$ 1,861.24
Family Services to Highway		\$ 167.88
Ditch to Highway		\$ 781.70
County Ditch 2	\$ 317.50	
Joint Ditch 7	\$ 464.20	

Motion by Backer, seconded by Olson and carried to amend the 2019 budget to include the following in the Highway Fund:

\$5,765,000	Bond Proceeds
\$ 69,595	Premium on Bonds
\$ 133,388	Bond Issuance Costs

and to ratify a correction to the 2020 Budget to remove bond proceeds as an Other Financing Source due to finalizing the bond sale in 2019.

Auditor Knutson asked for questions and/or comments on the year-to-date financial information provided for the Board's review.

Motion by Olson, seconded by Sandberg and carried to approve the 2020 aggregate gravel tax budget with revenues estimated to be \$120,000.

Motion by Backer, seconded by Klepel and carried to adopt the following resolution:

2020-01

BE IT RESOLVED, that the 2020 County Ditch Assessments be established as follows:

<u>Ditch</u>	<u>Assessment</u>
<u>Number</u>	
2	\$ 10,000
8	\$ 20,000
13	\$ 12,000
14	\$ 500
15	\$ 500
16	\$ 1,000

17	\$ 500
18	\$ 500
19	\$ 1,000
20	\$ 4,000
21	\$ 2,000
30	\$ 10,000

Motion by Olson, seconded by Backer and carried to adopt the following resolution:

2020-02

WHEREAS, Minnesota Statute 471.38, allows for the use of electronic funds transfers as a means of making various payments; and

WHEREAS, a local government may make an electronic funds transfer for the following:

- a. For a claim for a payment from an imprest payroll bank account or investment of excess money;
- b. For a payment of tax or aid anticipation certificates;
- c. For a payment of contributions to pension or retirement fund;
- d. For vendor payments; and
- e. For payment of bond principal, bond interest and fiscal agent service charge from the debt redemption fund; and

WHEREAS, the County Board shall annually delegate the authority to make electronic funds transfers.

THEREFORE, BE IT RESOLVED, that the Big Stone County Board delegates County Auditor Michelle Knutson the authority to make electronic fund transfers.

Motion by Sandberg, seconded by Klepel and carried to adopt the following resolutions:

2020-03

BE IT RESOLVED by the Big Stone County Board of Commissioners that the County Highway Engineer is hereby instructed to hire such miscellaneous and semi-skilled labor and such machinery and equipment as may from time to time be required at the prevailing rates in the community.

2020-04

BE IT RESOLVED by the Big Stone County Board of Commissioners that the County Highway Engineer is hereby authorized to purchase gravel material from various pits at the prevailing rates for graveling and re-graveling the Big Stone County roads.

2020-05

WHEREAS the Big Stone County Board of Commissioners recognizes the need to be helpful to cities and townships during an emergency situation or natural disaster.

THEREFORE BE IT RESOLVED by the Big Stone County Board of Commissioners that the County Highway Engineer is hereby authorized and instructed to pay by regular payroll and equipment rental rates up to the amount of \$10,000 for approved labor and equipment assisting cities and townships off of the regular County Road System.

2020-06

BE IT RESOLVED by the Big Stone County Board of Commissioners that the County Highway Engineer is hereby authorized and instructed to impose weight and load restrictions as he deems necessary on any or all County Roads and County State Aid Highways pursuant to Chapter 500, Article 4, Section 1, Subdivision 3 of Laws of 1959.

2020-07

BE IT RESOLVED by the Big Stone County Board of Commissioners that the County Highway Engineer is hereby authorized to spray weeds and objectionable vegetation in all of the County Ditch Systems without further approval of the County Board of Commissioners so long as expenditures do not exceed \$5,000 for any single County Ditch. This resolution excludes Joint Ditches.

Commissioners were reminded to recertify their statements of economic interest to the Minnesota Campaign Finance Board.

Clean Energy Resource Teams (CERTs) have requested to put PACE information on the County's website. Consensus was to direct IT Director Anderson to add the materials as requested to assist in the promotion of this financing mechanism.

Motion by Olson, seconded by Backer and carried to authorize IT Director Anderson to purchase a new domain from DotGov. The cost is \$400 per year.

Environmental Director Darren Wilke and County Recorder Elaine Martig arrived at the meeting.

Discussion was held on the draft job description for the County Coordinator position. Commissioner Sandberg asked that the CC committee meet again to finalize the job description. Consensus was for them to complete it by the March 3rd meeting. Wilke will contact Jim Mulder to set up a meeting.

Motion by Sandberg, seconded by Backer and carried to close the meeting at 9:33 AM for LELS labor negotiations.

Motion by Sandberg, seconded by Backer and carried to open the meeting at 9:55 AM.

Chairman Athey adjourned the meeting.

Wade Athey, Chairman

ATTEST: _____
Michelle R. Knutson, Auditor