

**REGULAR MEETING OF THE BIG STONE COUNTY BOARD**  
**December 19, 2023**

The Big Stone County Board of Commissioners met in the Commissioners' Room at 8:30 AM on Tuesday, December 19, 2023. Chairman Olson called the meeting to order with Commissioners Athey, Sandberg, Klages, and Zimmel present. Also present was Dillon Dwyer with the Ortonville Independent and Coordinator Pam Rud. The Pledge of Allegiance followed.

Motion by Sandberg, seconded by Klages and carried to approve the agenda.

Motion by Zimmel, seconded by Sandberg and carried to approve the minutes of the December 7<sup>th</sup> regular meeting.

Commissioners reported on the following committees:

Athey – HRA

Sandberg – MCIT

Zimmel – Probation, PIC

Klages – PdTR

Olson – AMC, Rural County Caucus, MCIT, Countryside, PW

County Engineer Jordan Roggenbuck introduced the new Highway staff to the Board. Roggenbuck along with Amber Doschadis of the Upper Minnesota River Watershed District (UMRWD) requested a letter of support for the UMRWD and their application for funding under the NFPP BIL FY2024 for the Fish Passage in the UMRWD Project. Motion by Sandberg, seconded by Klages and carried to approve the letter of support.

Jessica Foley with DSI requested approval on the Grant Administration Service Agreement for the Small Cities Development Grant (SCDG). Motion by Olson, seconded by Athey and carried to enter into the Agreement.

Foley requested approval to adopt a resolution for the necessary SCDG plans and approvals. Motion by Olson, seconded by Zimmel and carried to adopt the following resolution Adopting Small Cities Development Grant Plans & Documents:

**2023-22**

WHEREAS, Big Stone County, with participation from the City of Correll and the City of Ortonville, has been awarded a Small Cities Development Grant (CDAP-23-0003-O-FY24) from the Minnesota Department of Employment & Economic Development, and,

WHEREAS, certain plans and documents are required to be adopted by the grant program:

BE IT RESOLVED, by the County Board of Big Stone County, acting as the lead entity for said Small Cities Development Grant, that the following Small Cities Development Grant plans and documents are hereby adopted:

“Certification for a Drug-Free Workplace”

“Excessive Force Policy”

“Residential Anti-Displacement & Relocation Assistance Plan”

“Program Income Plan”

“Section 3 and Women or Minority-Owned Business Plan”

“Fair Housing Plan”

“Procurement Standards”

“Applicant/Recipient Disclosure/Update Report”

Foley presented the Environmental Review Documents and the Request for Release Funds for the SCDG. Motion by Olson, seconded by Zimmel and carried to sign the Environmental Review Documents and the Request for Release Funds.

Motion by Athey, seconded by Klages and carried to authorize payment of claims as presented by Auditor-Treasurer Michelle Knutson. Vendors, excluding Family Services, receiving payments in excess of \$2,000 are as follows:

Big Stone Hutterian Brethren	\$ 6,200.00
Big Stone SWCD	10,000.00
Butler Industrial Tire	4,475.00
CDW Government	2,162.58
CPT	6,421.00
DDA Human Resources	8,500.00
ESRI	11,032.00
Lac qui Parle Sheriff	2,177.50
MCIT	6,648.00
Paulsen's Tree Service	4,165.00
Security 101	7,614.35
SHI International Corp	25,161.11
SIR Lines-A-Lot	4,029.50
Stevens County	2,119.01
Traverse County Sheriff	4,303.59
56 Payments Less Than \$2,000	<u>28,620.34</u>
Total	\$133,628.98

Motion by Sandberg, seconded by Zimmel and carried to adopt the updated Big Stone County Investment Policy as presented by Auditor-Treasurer Knutson.

Motion by Athey, seconded by Klages and carried to authorize the Auditor to pay any claims received by December 31<sup>st</sup> so as to account for them in the current year's business.

Knutson reviewed the proposed 2024 ditch budget with the Board.

Building Maintenance Supervisor Jared Heck discussed the Courthouse HVAC project and the Courthouse Roof Repair project. The items will be brought to a future meeting for consideration.

Environmental Director Darren Wilke presented the 1W1P final agreement. Motion by Athey, seconded by Klages and carried to approve the agreement as presented.

Family Service Director Laub presented a POS for Transportation of Youth in Foster Care. Motion by Zimmel, seconded by Sandberg and carried to approve the POS contingent on County Attorney review.

Laub presented the 2024 TCM contract with Greater Minnesota Family Services. Motion by Sandberg, seconded by Klages and carried to approve the contract contingent on County Attorney review.

Laub presented the 2024 Daycare Licensing contract with Chippewa County. Motion by Athey, seconded by Olson and carried to approve the contract contingent on County Attorney review.

Laub presented the DT&H 3<sup>rd</sup> party agreement for Monarch Heights. Motion by Klages, seconded by Sandberg and carried to approve the agreement.

Laub introduced the new Eligibility Worker and provided an update on Family Service activities.

Coordinator Rud presented the Western Probation Joint Powers Agreement. Motion by Sandberg, seconded by Zimmel and carried to approve the Agreement contingent on County Attorney review.

Rud presented the Western Probation by-laws. Motion by Zimmel, seconded by Klages and carried to approve the by-laws contingent on County Attorney review.

Rud presented the 2024 Fee Schedule. Motion by Olson, seconded by Sandberg and carried to approve the Fee Schedule.

Rud presented the ESST policy. Motion by Olson, seconded by Zimmel and carried to approve the policy.

A discussion was held on elected salary setting. Motion by Klages, seconded by Zimmel and carried to set the 2024 salary for Sheriff at \$121,596.80.

Motion by Athey, seconded by Klages and carried to adopt the following resolution:

**2023-23**

WHEREAS, M.S. 375.055 provides that county commissioners shall receive annual salaries for services rendered while serving as a county commissioner and may receive per diem payments and reimbursement for necessary expenses.

NOW THEREFORE BE IT RESOLVED, that the 2024 salary of the Big Stone County Board of Commissioners shall be \$16,516.68 and the per diem rate for service on any board, committee or commission or for the performance of services by individual commissioners when required by law shall be \$90.00.

The County Attorney shared information with the Board on her salary request for 2024. After discussion, motion by Sandberg, seconded by Zimmel to set the 2024 County Attorney salary at \$107,473.60 and to discuss part-time designation at the next Board meeting. Sandberg rescinded his motion.

Motion by Athey to set the 2024 County Attorney salary at \$115,000.00 and not discuss part-time designation. Motion failed for lack of a second.

Motion by Klages, seconded by Sandberg and carried to set the 2024 County Attorney salary at \$107,473.60 and discuss part-time designation at the next Board meeting. Commissioner Olson abstained.

Motion by Olson, seconded by Klages and carried to approve the following resolution:

**2023-24**

BE IT RESOLVED that the Big Stone County 2024 budget and levy be established as follows:

	GENERAL	HIGHWAY	FAMILY SERVICES	DEBT SERVICE	DITCH	2024 TOTAL
REVENUES						
Tax Levy & Aids	\$3,866,857	\$1,431,498	\$1,233,371	\$206,343		\$6,738,069
Other Taxes	\$13,000	\$160,000				\$173,000
Special Assessments	\$17,000				\$161,065	\$178,065
Licenses & Permits	\$32,150	\$2,000				\$34,150
Intergovernmental	\$996,344	\$6,436,732	\$1,505,129			\$8,938,205
Charges for Services	\$795,678	\$400,000	\$518,100			\$1,713,778
Fines & Forfeitures	\$225					\$225

Investment Earnings	\$200,001	\$50,000				\$250,001
Miscellaneous	\$233,397	\$55,600	\$33,000			\$321,997
Other Financing Sources	\$1,000	\$90,000		\$200,644		\$291,644
Use/(Increase) of Available Funds	\$2,525,435	\$0	\$125,000	(\$87,349)	(\$118,534)	\$2,444,552
<b>TOTAL REVENUES</b>	<b>\$8,681,087</b>	<b>\$8,625,830</b>	<b>\$3,414,600</b>	<b>\$319,638</b>	<b>\$42,531</b>	<b>\$21,083,686</b>
<b>EXPENDITURES</b>						
General Government	\$4,716,292					\$4,716,292
Public Safety	\$2,026,555					\$2,026,555
Highway		\$8,625,830				\$8,625,830
Sanitation	\$246,908					\$246,908
Family Services			\$3,414,600			\$3,414,600
Health	\$161,458					\$161,458
Culture & Recreation	\$547,960					\$547,960
Conservation of Natural Resources	\$528,352				\$42,531	\$570,883
Economic Development	\$453,562					\$453,562
Debt Service				\$319,638		\$319,638
<b>TOTAL EXPENDITURES</b>	<b>\$8,681,087</b>	<b>\$8,625,830</b>	<b>\$3,414,600</b>	<b>\$319,638</b>	<b>\$42,531</b>	<b>\$21,083,686</b>

BE IT FURTHER RESOLVED that the scheduled debt service levies for the 2015A GO Abatement Bonds and the 2021A GO Abatement Refunding Bonds are hereby canceled due to sufficient funds on hand as a result of loan payments received from Federated Telephone Cooperative.

BE IT FURTHER RESOLVED that a portion of the scheduled debt service levy for the 2019A GO CIP Bonds is hereby canceled due to sufficient funds on hand as a result of wheelage tax.

Work session included discussion on County Ditch 8 and how to proceed with discussing options with the landowners. A County Ditch 8 meeting will be scheduled in the future to discuss.

Chairman Olson adjourned the meeting at 10:07 AM.

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Brent Olson, Chairman

ATTEST: \_\_\_\_\_  
Pam Rud, Coordinator