

REGULAR MEETING OF THE BIG STONE COUNTY BOARD
March 17, 2020

The Big Stone County Board of Commissioners met in the courtroom at 8:30 AM on Tuesday, March 17, 2020. Chairman Athey called the meeting to order with Commissioners Backer, Klepel, Olson and Sandberg present. Also present were Dillon Dwyer of the Ortonville Independent, Eran Sandquist, Scott Simmons, Murray Smart, IT Director Matt Anderson, Family Services Director Pam Rud, County Engineer Todd Larson, Highway Maintenance Supervisor Darby Karsky, County Attorney Joe Glasrud, and County Auditor Michelle Knutson. The Pledge of Allegiance followed.

The work session began with Chairman Athey stating that the Board is planning to suspend discussions on a no net gain policy until further notice. However, those present were allowed time to speak. Mr. Smart expressed his reasons for being against the implementation of a policy.

Commissioner Sandberg asked Attorney Glasrud for clarification on electronic communication for board meetings. Glasrud stated that both visual and audio options are possible during this pandemic. HR Director Dawn Gregoire arrived at the meeting.

Motion by Backer, seconded by Sandberg and carried to approve the minutes of the March 3rd regular board meeting and the March 5th County Ditch 2 meeting.

Motion by Olson, seconded by Backer and carried to approve the agenda with adding miscellaneous under HR.

Commissioners reported on the following committees:

Olson – PrimeWest; Countryside

Sandberg – Collaborative

Athey – SWCD

Backer – CPT; BSAG; Woodland; Personnel; Career Force

Klepel – RLF; BSAG; Pomme de Terre; Dept Head

Commissioners also reported on other meetings they attended.

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

Abdo, Eick & Meyers	\$21,000.00
CPT	5,652.00
Kandiyohi County Sheriff Dept	2,521.20
L&O Acres Transport	2,573.25
Lac qui Parle Sheriff	11,400.13
Marco	12,760.38
Prairie Lakes Youth Programs	3,936.00
Twin Valley Tire	4,332.00
50 Payments Less Than \$2,000	<u>23,244.33</u>
Total	\$87,419.29

Motion by Sandberg, seconded by Backer and carried to authorize the following internal transactions:

General to Highway	\$ 1,466.88
Family Services to Highway	\$ 97.96

Motion by Klepel, seconded by Backer and carried to execute the annual retainer agreement with Rinke Noonan for assistance and representation on drainage matters.

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

2020-12

WHEREAS, if the Big Stone County Emergency Operations Center (EOC) is activated during an emergency event, the following individuals may serve as the EOC Director: Emergency Management Director, the Deputy Emergency Management Director or Sheriff.

BE IT RESOLVED that the Big Stone County Board of Commissioners hereby authorizes the EOC Director to purchase up to \$10,000 worth of supplies or resources that may be required during an emergency event.

Auditor Knutson provided an update on the workpaper review being done by the State Auditor's office for the County's 2017 audit.

County Treasurer Cindy Nelson requested that the Board set sale price for tax forfeited parcel 17-0192-000 for the City of Clinton to purchase it. Motion by Olson, seconded by Sandberg and carried to set the price at \$100.

Discussion was held on the Coordinator job description. Due to further questions at the department head meeting, no action was taken to approve to the description at this time.

Motion by Olson, seconded by Backer and carried to approve the Assistant CVSO job description at Grade 7 as presented by HR Director Gregoire.

Motion by Klepel, seconded by Olson and carried to authorize the hiring of a Summer Extension Helper for May 18-July 31 for 30 hours per week. This position is a Grade 1.

HR Director Gregoire reported that since the County provides employer paid group insurance benefits, bids must be sought every 5 years. Ochs, Inc. will handle the RFP process to bid Big Stone County's core insurance benefits.

Discussion was held on the County's plans during the COVID-19 pandemic. Department heads were present for the discussion. The Chairman is given expanded powers to protect employees and the public through the duration of the pandemic. Family Services Director Rud shared concerns and a list of precautions she would like to implement in her department. Motion by Olson, seconded by Sandberg and carried to authorize Rud to implement her proposed plan during the pandemic until further notice from the board. Motion by Backer, seconded by Sandberg and carried that once all other leave is exhausted, a negative sick balance up to 2 weeks would be allowed for time off during the pandemic. The Board strongly suggests self-quarantining following any travel or if an employee does not feel well.

HR Director Gregoire reported that Attorney Ann Goering has prepared a response to the AFSME request received. Consensus was to forward Attorney Goering's response.

The Personnel Committee will meet to provide suggestions for department heads regarding services during the pandemic.

Motion by Backer, seconded by Klepel and carried to execute the Federal Boating Safety Supplemental Equipment Grant Agreement as presented by Sheriff Mark Brown. Sheriff Brown is authorized as the County's representative and to sign the agreement. The funds will be used to purchase items such as rescue suits and life jackets.

Sheriff Brown presented a proposed fee schedule for his office. Brown stated that 2009 was the last time it was updated. Motion by Klepel, seconded by Sandberg and carried to approve the schedule as presented.

County Engineer Todd Larson reported that the following bids had been received for the gravel crushing project:

Brown Excavating	\$123,779.20
CT Sibson Gravel & Crushing	\$164,600.00
Wm D Scepaniak	\$179,743.20
Hard Rock Screening	\$192,430.00
Central Specialties	\$204,630.00

Motion by Olson, seconded by Sandberg and carried to award the bid to Brown Excavating.

Motion by Backer, seconded by Klepel and carried to approve the parking resolution for public layout for Main Avenue in the City of Odessa for the ADA requirements for SAP 006-628-004.

Motion by Sandberg, seconded by Backer and carried to advertise for the 2020 mill and overlay projects (SAPs 006-005-020, 006-028-020, 006-612-017, 006-635-009, 006-621-030 and 006-610-026. Engineer Larson reported that CSAH 6 within the City of Clinton was to be included in this project, but is being moved to 2021 due to the water main and sewer projects in the City this summer.

Motion by Olson, seconded by Backer and carried to authorize the Engineer to accept sealed bids for various equipment items.

Engineer Larson reported that the meeting that was scheduled for today with the DNR as a follow-up to the March 5th meeting has been cancelled.

Recorder Elaine Martig expressed her concerns with the pandemic and service to the public and that she is in favor of closing to the public as her department can provide all services either online or by mail. The Personnel Committee will take her comments under advisement when they meet later today.

Chairman Athey adjourned the meeting at 10:30 AM.

Wade Athey, Chairman

ATTEST: _____
Michelle R. Knutson, Auditor