

**RE-ORGANIZATIONAL MEETING OF THE BIG STONE COUNTY BOARD**  
**January 5, 2010**

The Big Stone County Board of Commissioners met in the Commissioner's Room at 8:30 AM on Tuesday, January 5, 2010. Chairman Olson called the meeting to order with Commissioners Sandberg, Berning, Wulff and Athey present. Also present were Mike Swenson of the Ortonville Independent, Elsie Perrine and County Auditor Michelle Knutson. The Pledge of Allegiance followed.

Upon call for nominations for Board Chairman, Commissioner Athey nominated Commissioner Sandberg. Following 3 calls for further nominations and hearing none, the vote was called and was unanimous for Commissioner Sandberg. The meeting was turned over to newly elected Chairman Sandberg. Chairman Sandberg then called for nominations for Vice Chairman. Commissioner Berning nominated Commissioner Athey. Following 3 calls for further nominations and hearing none, the vote was called and was unanimous for Commissioner Athey for Vice Chairman.

Motion by Athey, seconded by Berning and carried to approve the minutes of the December 15<sup>th</sup> regular meeting.

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

No bids were received for the designation of the official newspaper. Any action will be handled later in the meeting after checking with Attorney Watson.

Motion by Olson, seconded by Berning and carried to establish the following committee appointments:

**Commissioner List**

<b>AMC Voting Delegates</b> .....	All Commissioners
<b>Appeals Committee</b> (relating to the Ag Inspector).....	Commissioners Athey & Olson Wulff the Alternate
<b>Audit Committee</b> .....	Commissioner Sandberg
<b>Big Stone Area Growth</b> .....	Commissioners Olson & Wulff
<b>Bois de Sioux Watershed District</b> .....	Commissioner Wulff
<b>Central MN Regional Radio Board</b> .....	Commissioner Sandberg Berning the Alternate
<b>Citizens for Big Stone Lake</b> .....	Commissioner Sandberg
<b>Community Resource Sharing Partnership (CRSP)</b> .....	Commissioners Sandberg & Wulff
<b>Countryside Public Health</b> .....	Commissioner Berning
<b>Ditches &amp; Roads</b> .....	All Commissioners
<b>Joint Ditch 7/24 Authority</b> .....	Commissioners Olson, Sandberg & Berning
<b>Joint Ditch 4 Authority</b> .....	Commissioners Wulff, Athey & Olson
<b>Joint Ditch 10/11 Authority</b> .....	Commissioners Sandberg, Athey & Olson
<b>Environmental Committee</b> .....	Commissioners Sandberg & Olson
<b>Extension Committee</b> .....	Commissioners Wulff & Athey
<b>Fair Board</b> .....	Commissioner Athey
<b>Food Shelf</b> .....	Commissioner Wulff
<b>Historical Society</b> .....	Commissioner Sandberg
<b>Insurance Committee</b> .....	Commissioners Athey & Sandberg
<b>Investment Committee</b> .....	Commissioner Sandberg
<b>Juvenile Corrections Committee</b> .....	Commissioners Berning & Athey
<b>Law Library Committee</b> .....	Commissioner Athey
<b>Land Records Committee</b> .....	Commissioner Sandberg
<b>Legislative Committee</b> .....	All Commissioners

<b>Main Street Industries Board</b> .....	Commissioner Sandberg
<b>MCIT</b> .....	Chair
	Vice Chair the Alternate
<b>MN River Board</b> .....	Commissioner Wulff
	Athey the alternate
<b>Personnel &amp; Labor Relations Committee</b> .....	Commissioners Olson & Sandberg
<b>Pioneerland Library Board</b> .....	Commissioner Olson
<b>Planning &amp; Zoning</b> .....	Commissioners Athey & Olson
<b>Pomme de Terre River Association</b> .....	Commissioner Wulff
<b>Prairie Country RC&amp;D Council</b> .....	Commissioner Wulff
	Sandberg the alternate
<b>Prairie Five Community Action Council</b> .....	Commissioner Athey
<b>Prime West Health Systems</b> .....	Commissioner Olson
	Sandberg the alternate
<b>Private Industry Council</b> .....	Commissioner Wulff
	Chief Elected Officials Board
	Olson the alternate
<b>Public Safety Committee</b> .....	Commissioners Berning & Athey
<b>Purchasing &amp; Property Management</b> .....	Commissioner Berning
	Sandberg the Alternate
<b>Red River Basin Commission</b> .....	Commissioner Wulff
<b>Regional Development Commission (RDC)</b> .....	Commissioner Olson
	Sandberg the alternate
<b>Safety Committee</b> .....	Commissioner Sandberg & Berning
<b>Sentence to Service Advisory Board (STS)</b> .....	Commissioner Berning
<b>Soil &amp; Water Conservation District</b> .....	Commissioner Athey
	Olson the alternate
<b>Supporting Hands Nurse Family Partnership</b> .....	Commissioner Berning
	Olson the alternate
<b>Technology Committee</b> .....	Commissioner Sandberg
<b>Toqua Park Committee</b> .....	Commissioners Athey & Wulff
<b>WACCO</b> .....	Commissioner Athey
	Sandberg the alternate
<b>WesMN Revolving Loan Fund</b> .....	Commissioner Wulff
<b>911 Advisory Board</b> .....	Commissioner Berning

**Other Committee Members**

<b>AMC Voting Delegates</b> .....	Auditor, Engineer & HR Director
<b>Appeals Committee</b> (relating to the Ag Inspector) .....	John Cunningham
<b>Audit Committee</b> .....	State Auditor Rep, County Auditor, HR Director, Sharron Bystol & Verden Gerber
<b>Bois de Sioux Watershed District</b> .....	Engineer
<b>Central MN Regional Radio Board</b> .....	Sheriff
<b>Environmental Committee</b> .....	Environmental Officer
<b>Extension Committee</b> .....	Lay members as appointed
<b>Insurance Committee</b> .....	No more than two representatives from General, Family Services & Highway
<b>Investment Committee</b> .....	Treasurer, Family Services Director & Engineer
<b>Juvenile Corrections Committee</b> .....	Family Services Director, Sheriff, County Attorney, Probation Officer & Judge
<b>Law Library Committee</b> .....	County Attorney

**Land Records Committee** ..... Sharon Finke, Cindy Nelson, Darren Wilke, Elaine Martig,  
Sandy Vold, Nick Anderson & John Haukos

**Personnel & Labor Relations Committee**..... HR Director

**Planning & Zoning**..... Lay members as appointed

**Safety Committee** ..... Safety Director, Engineer, Sheriff, Custodian  
Sue Kaess & Ed Roeder

**Sentence to Service Advisory Board (STS)** .....Sheriff

**911 Advisory Board** ..... John Haukos, David Hills, Janet Messmer & Michelle Knutson

County Attorney Bill Watson arrived at the meeting.  
Commissioners reported on the following committees:

- Athey – Prairie 5
- Wulff – DNR/Legacy Meeting
- Olson – RDC
- Sandberg – DNR/Legacy Meeting; Land Records

Attorney Watson reported there is a trial next week. The Sheriff's Department is coordinating travel plans to bring a witness from Texas to testify at the trial.

Motion by Olson, seconded by Wulff and carried to designate the Ortonville Independent as the official newspaper of the County for 2010. The County will publish second notices as required by law in the Northern Star.

Motion by Olson, seconded by Berning 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 2009 for the Board's review.

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

General	\$108,888.62
Highway	1,851.73
Ditch	<u>16,237.50</u>
Total	\$126,977.85

Auditor Knutson reviewed the 2009 ditch loan activity and internal transactions with the Board. The final numbers will be brought to the next meeting for approval.

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

**2010-01**

WHEREAS, Minnesota Statutes require a county board to establish the minimum salary for those officials for whom filing for office opens in July; and

WHEREAS, in July of 2010, filings will open for the elected positions of attorney, auditor, recorder, sheriff and treasurer.

THEREFORE, BE IT RESOLVED by the Big Stone County Board of Commissioners, the minimum annual salary for all said positions be hereby established at \$25,000.

Motion by Olson, seconded by Berning and carried to approve the 2010 aggregate gravel tax budget with revenues estimated to be \$80,000.

Motion by Berning, seconded by Wulff and carried to adopt the following resolution:

**2010-02**

BE IT RESOLVED, that the 2010 County Ditch Assessments be established as follows:

<u>Ditch</u> <u>Number</u>	<u>Assessment</u>
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2	\$10,000
13	\$ 5,000
15	\$ 2,500
17	\$ 500
19	\$ 1,000
20	\$ 500
30	\$ 500

VSO Dan Meyer provided information on his office's activities during the past month for the Board's review.

Motion by Olson, seconded by Berning and carried to set the following board dates due to scheduling issues: November meeting dates will be the 9<sup>th</sup> and the 23<sup>rd</sup> and December meeting dates will be the 1<sup>st</sup> and the 14<sup>th</sup>.

The Board has been invited to participate in a local input meeting to discuss concerns for Environmental Quality Incentives Program (EQIP) and send one representative to attend the priority setting meeting. Commissioner Athey will attend with Commissioner Wulff as the alternate.

Auditor Knutson presented information on the upcoming aggregate conference and AMC's Redesign Project.

Discussion was held regarding setting up county email addresses for the commissioners.

Following a break, motion by Olson, seconded by Athey and carried to adopt the following resolutions as presented by County Engineer Nick Anderson:

**2010-03**

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.

**2010-04**

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.

**2010-05**

WHEREAS the Big Stone County Board of Commissioners recognizes the need to be helpful to cities and townships during an emergency 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 up to the amount of five thousand dollars for approved emergency labor performed off the regular County Road System.

**2010-06**

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.

**2010-07**

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 \$750.00 for any single County Ditch. This resolution excludes Joint Ditches.

Engineer Anderson reported that there is a second round of stimulus funding for transportation.

Engineer Anderson reported that there will be some changes to the bidding process this year including the inclusion of veterans' preference.

Discussion was held on missing right-of-way signs. Engineer Anderson reported that they will be doing an inventory this week and he will be meeting with landowners to address the problem.

Discussion was held on Lidar. Consensus was to wait until the details are known on the plans for a possible statewide project.

Engineer Anderson reported that he and Commissioner Olson will be meeting with the DNR on January 22<sup>nd</sup> regarding County Ditch #2.

Engineer Anderson gave an update on the Thielke Lake project.

Discussion was held on setting up a designation for snow removal. No action taken at this time.

Motion by Olson, seconded by Berning and carried to ratify the execution of the Natural Resources Block Grant Agreement as presented by Environmental Officer Darren Wilke and to authorize the Chairman to sign all future grant packages and to appoint the Environmental Officer to act as the authorized representative.

Environmental Officer Wilke reported that he will bring an addendum to the next meeting to contract with Pro-West to draw splits into the parcel based map at a cost of \$12/split.

Discussion was held on land application of manure on frozen soils. The Planning Commission will look into updating/clarifying the procedures in the ordinance.

Motion by Olson, seconded by Wulff and carried to re-appoint, Marlton DeNeui and Ann Holme to the Planning Commission and Dan Walters to the Board of Adjustment for three-year terms as recommended by Environmental Officer Darren Wilke. The Board will not be filling the vacant seat of Wilfred Tucholke. Consensus was to eventually get to a 9-member Planning Commission.

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

**2010-08**

WHEREAS, Big Stone County has accepted delegation to implement the Wetland Conservation Act, as described in MN Rules Chapter 8420; and  
WHEREAS, MN Rules Chapter 8420.0200, subp. 2 requires that the Local Government Unit shall establish a local appeals process that includes an evidentiary public hearing before appointed or elected officials.

THEREFORE, BE IT RESOLVED by the Big Stone County Board of Commissioners that the Board of Adjustment, as appointed by the County Board, is hereby established as the board that will hear appeals of decisions made regarding the Wetland Conservation Act.

Motion by Olson, seconded by Berning and carried to establish the following fee schedule for applications under the Wetland Conservation Act (WCA):

Exemption or No-Loss Decision	\$50
Boundary and Type Determination	\$100
Replacement Plan Decision	\$500

Banking Plan Application Decision           \$500  
Appeal of LGU Decision                       \$350

Environmental Officer Wilke provided an update on commercial recycling. The County will be billing the businesses and submitting payment to Waste Management as required in the contract.

Curt Johnson of Vertical Solutions provided an update on the IT activities he has been working on for the County. Sheriff John Haukos, HR Director Sue Schultz and Deputy Auditor/IT Coordinator Sharon Finke were also present for the presentation.

HR Director Schultz reported that MCIT awarded a certificate to the County for Outstanding Experience in Workers' Compensation for plan years 2004-2008.

HR Director Schultz reported that the Highway Department is hiring Nathan Nelson as a temporary part-time snow plow driver.

HR Director Schultz reported that the estimate from Attorney Ann Goering to update the Employee Handbook was \$4,000. This does not include any travel expenses, if needed. Attorney Goering will review the current handbook and make recommendations for changes. Motion by Olson and seconded by Berning to approve the update and authorize the expenditure. Motion carried with Commissioner Athey voting Nay.

HR Director Schultz distributed the Personnel Committee's recommendation to the Board for the setting of elected officials' salaries. In order to keep the guiding salary ranges from the 2007 Compensation Study accurate, decrease wage compression issues, and to be fair to our fiscally-responsible, full-time, non-governing elected officials whose salaries were frozen last year, the Personnel Committee is recommending to increase all non-governing elected officials' salaries by 3% for 2010, and in addition, to increase by an additional 1%, all non-governing, elected officials' salaries of those who have not been in their positions for more than 12 years and who have not made it to the top of the guiding salary range scale, based upon the 2007 Compensation Study. Following discussion, motion by Olson and seconded by Wulff to accept the recommendation and set the salaries for elected officials for 2010 as follows:

Attorney	\$79,275.56
Auditor	\$69,033.12
Recorder	\$47,941.92
Sheriff	\$62,300.16
Treasurer	\$58,427.20

Motion carried with Commissioner Athey voting Nay. Department Heads Haukos, Martig, Nelson and Anderson were also present for the discussion.

Further discussion was held with Engineer Anderson on the snow removal designation.

Chairman Sandberg adjourned the meeting at 12:03 PM.

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Roger Sandberg, Chairman

ATTEST: \_\_\_\_\_  
Michelle R. Knutson, Auditor