

REGULAR MEETING OF THE BIG STONE COUNTY BOARD
June 7, 2011

The Big Stone County Board of Commissioners met in the Commissioner's Room at 8:30 AM on Tuesday, June 7, 2011. Chairman Athey called the meeting to order with Commissioners Berning, Olson, Sandberg and Wulff present. Also present were Mike Swenson of the Ortonville Independent and County Auditor Michelle Knutson. The Pledge of Allegiance followed.

Motion by Sandberg, seconded by Olson and carried to approve the minutes of the May 17th regular meeting. Attorney Bill Watson arrived at the meeting.

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

Commissioners reported on the following committees:

Olson – Pioneerland; RDC

Sandberg – MSI

Athey – Prairie 5; WACCO

Wulff – Toqua Park

Attorney Watson reported on his review of the State of Minnesota's Office of Enterprise Technology's (OET) agreement for telecommunications collaboration services.

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

| | |
|----------------------------------|---------------------|
| Bench Mark Equipment & Supplies | \$ 7,300.00 |
| Big Stone Co Ag Society | 15,000.00 |
| BNSF Railway Company | 5,418.70 |
| Computer Professionals Unlimited | 3,747.33 |
| Contech Construction Products | 6,068.17 |
| Elections Systems & Software | 3,919.59 |
| GeoComm | 4,944.60 |
| Kandiyohi County Recycling | 3,915.00 |
| Kandiyohi County | 64,186.70 |
| L.G. Everist | 4,855.46 |
| Prairie Lakes Youth Programs | 2,301.00 |
| Pro West & Associates | 2,960.00 |
| Ronglien & Sons Excavating | 6,098.75 |
| S.W. Inc | 2,175.00 |
| St. Joseph Equipment | 2,336.60 |
| Office of the State Auditor | 19,494.68 |
| Twin Valley Tire | 2,046.31 |
| William Watson | 4,109.88 |
| West Con | 3,137.64 |
| 43 Payments Less Than \$2,000 | <u>14,667.84</u> |
| Total | <u>\$178,683.25</u> |

Motion by Olson, seconded by Berning and carried to amend Section A of the GASB 34 Related Policies for the useful lives of capital assets as presented by Auditor Knutson.

Motion by Olson, seconded by Wulff and carried to re-appoint Kathy Morrill as a member of the Local Social Services Agency Board.

Auditor Knutson reported that Sheriff Haukos removed the Joint Powers Agreement with the District Court from the agenda and will bring it for approval to a future meeting.

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 Wulff and carried to require County Engineer Anderson to pay for the cell phone upgrade as he offered at a previous meeting.

Motion by Olson, seconded by Sandberg and carried to set a \$5.00 minimum email/fax fee for information requested by email or telephone.

Dawn Hegland from the RDC presented information on their organization's purpose and provided examples of the various projects they have been involved in for counties.

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 execute the contract with Ronglien & Sons Excavating for SAP 006-622-002 as presented by County Engineer Nick Anderson.

Discussion was held on the tree issue on JD 4. Engineer Anderson reported that Curt Plotz of Plotz Timber Harvest from Marshall is going to do an assessment and provide a quote for trees.

Engineer Anderson updated the Board on various county ditches.

Engineer Anderson requested that the Highway 5-Year Plan Meeting be moved to June 21st at 1:00 PM instead of July 5th. The Board approved the new date.

Engineer Anderson reported that they will be updating the 4D software for sign inventoring at an approximate cost of \$1,150.

Attorney Watson left the meeting.

Following a break, Vince Robinson presented the 2010 annual report for Big Stone Area Growth and provided an update on their activities.

EJ Moberg of the State Auditor's Office was present for the exit meeting on the County's 2010 audit. He reported that they issued an unqualified opinion on the 2010 Big Stone County Financial Statements.

Motion by Sandberg, seconded by Olson and carried to update the tax receipting process with the counter posting option. This will make it possible for all tax payments to be processed as soon as received by any county employee, simplifying cross-training and minimize the risk of liability.

Mr. Moberg reported that the cost and hours for this year's audit are down and that there were no audit adjustments.

IT Systems Technician Terry Ocaña reported that the State OET is upgrading the County's internet connection and that the cost is increasing from \$300 to \$900 per month in 2012. Motion by Olson, seconded by Sandberg and carried to execute the agreement noting that this is another mandatory expense from the State.

HR Director Sue Schultz presented an updated job description for IT and recommended that the position be reclassified to IT Director at Grade 13 and be an exempt position based on a 40 hour week effective May 28, 2011. Motion by Olson and

seconded by Sandberg to follow the recommendation as presented. Following discussion, motion carried.

Motion by Sandberg, seconded by Wulff and carried to authorize the temporary emergency hire of Jessica Valek for the 3rd position for the Splash Program at the rate approved at the May 3rd meeting.

HR Director Schultz presented the official letter of resignation from Rollie Bauer as the Toqua Park Caretaker effective April 30, 2011. Motion by Wulff, seconded by Olson and carried to accept the resignation and express thanks for Rollie's many years of service. A public reception will be held at the Park on June 24th.

Motion by Olson, seconded by Wulff and carried to execute the Resignation and Settlement Agreement with Mental Health Therapist Joanne Jandro.

Following a discussion regarding elected vs appointed for the Auditor, Treasurer and Recorder positions, motion by Olson, seconded by Berning and carried to begin the process of conversion to appointed. Commissioner Olson will contact local legislators to begin the process.

Motion by Sandberg, seconded by Wulff and carried that the 2010 financial statements be approved and ordered published.

Chairman Athey adjourned the meeting at 11:36 AM.

Wade Athey, Chairman

ATTEST: _____
Michelle R. Knutson, Auditor