

**REGULAR MEETING OF THE BIG STONE COUNTY BOARD**  
**December 6, 2012**

The Big Stone County Board of Commissioners met in the Commissioner's Room at 4:30 PM on Thursday, December 6, 2012. Chairman Wulff called the meeting to order with Commissioners Berning, Sandberg and Olson present. Commissioner Athey was absent. Also present were Mike Swenson of the Ortonville Independent, County Engineer Nick Anderson, County Attorney Bill Watson and County Auditor Michelle Knutson. The Pledge of Allegiance followed.

Motion by Sandberg, seconded by Olson and carried to approve the minutes of the November 20<sup>th</sup> regular meeting and the November 27<sup>th</sup> and 29<sup>th</sup> special meetings.

Motion by Berning, seconded by Sandberg and carried to approve the agenda with noted addition.

Commissioners reported on the following committees:

Sandberg – MSI; Property

Wulff – Watershed Conference; AMC Conference

Olson – AMC Conference

Commissioner Wulff reported that the County received MCIT's Outstanding Loss Ratio Under 50% in Property and Casualty for 2007-2011.

Motion by Olson, seconded by Berning and carried to adopt the following resolution and execute the Master Partnership Contract with MnDOT as presented by Engineer Anderson:

**2012-23**

WHEREAS, the Minnesota Department of Transportation wishes to cooperate closely with local units of government to coordinate the delivery of transportation services and maximize the efficient delivery of such services at all levels of government; and

WHEREAS, MnDOT and local governments are authorized by Minnesota Statutes sections 471.59, 174.02, and 161.20, to undertake collaborative efforts for the design, construction, maintenance and operation of state and local roads; and

WHEREAS, the parties wish to be able to respond quickly and efficiently to such opportunities for collaboration, and have determined that having the ability to write "work orders" against a master contract would provide the greatest speed and flexibility in responding to identified needs.

THEREFORE, BE IT RESOLVED:

1. That the Big Stone County enter into a Master Partnership Contract with the Minnesota Department of Transportation, a copy of which was before the Board of Commissioners.
2. That the proper Big Stone County officers are authorized to execute such contract, and any amendments thereto.
3. That the Big Stone County Engineer is authorized to negotiate work order contracts pursuant to the Master Contract, which work order contracts may provide for payment to or from MnDOT, and that the Big Stone County Engineer may execute such work order contracts on behalf of Big Stone County without further approval by the Board of Commissioners.

Engineer Anderson provided an update on the Beardsley Shop.

Motion by Sandberg, seconded by Berning and carried to approve the updated job description changes for the Social Services Supervisor position as presented by HR Director Schultz. Schultz reported that there was one internal application and that the interview would be tomorrow.

Motion by Olson, seconded by Berning and carried to approve a 1-week unpaid leave request from Barb Maas for December 10-16, 2012.

Motion by Sandberg, seconded by Olson and carried to authorize the Extension Office to be closed December 24-28, 2012.

Discussion was held on the HR Director position. Motion by Olson, seconded by Berning and carried to hire Dawn Gregoire at Grade 15 Step 1 contingent on reference and background checking.

The Board thanked HR Director Schultz for her work and wished her the best with her future plans.

Attorney Watson left the meeting.

Discussion was held on a request from the TC&W Railway Company to support their concerns with the Met Council and Hennepin County's plan for changing the rail route. Ron Schlimme and Sandy Gillespie from the Clinton Elevator were also present for the discussion. Motion by Olson, seconded by Berning and carried to send a letter supporting TC&Ws concerns.

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

Dallas I Hanson Construction	\$14,221.72
Election Systems & Software	6,823.06
L.G. Everist	6,980.85
Northwest MN Juvenile Center	3,960.00
Tubbs Soft Water	3,054.07
William Watson	4,145.05
37 Payments Less Than \$2,000	<u>10,652.25</u>
Total	\$49,837.00

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

Family Services to Highway	\$ 300.27
General to Highway	\$ 2,110.14

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

Motion by Berning, seconded by Olson and carried to approve the following tobacco license applications for 2013:

Graceville Bar & Lounge  
Graceville Country Market  
Hartman's Super Valu  
Headquarter's Bar, Inc.  
Holiday Stationstore #105  
KJ's Kountry Store  
One More, Inc.  
Tri-County Coop  
TD&C Inc dba Cenex-Ortonville

As per M.S. 13.05, the results of the appointed Department Head performance reviews are as follows:

The Board appreciates the willingness of IT Director, Terry Ocana, to step up and take ownership of a new position, including supervision of custodial staff. There have been multiple large scale IT projects successfully completed during the past year.

County Engineer Nick Anderson is well organized and is able to adjust when needed. Nick continues to be committed to improving the public infrastructure in Big Stone County, while being conscious of all aspects of the highway budget and funding sources.

Environmental Officer Darren Wilke demonstrated excellent communication skills while focusing on process and policy when dealing with difficult land issues in 2012. The Board directed Darren to examine the workload of his office and opportunities for sharing staff with other entities.

County Assessor Sandy Vold continues to integrate technical changes and updates effectively. The Board asked Sandy to continue to focus on leadership through training and development of herself and her staff.

Statistics continue to show high usage of the Veterans Service Office. Increased communications and a focus on outreach programs demonstrates the positive impact that Veterans Service Officer Dan Meyer has had on the veterans of Big Stone County.

Discussion was held on looking into other investment options for County funds. Board consensus was to have the Investment Committee meet to discuss various options and bring a recommendation to update the County's Investment Policy accordingly.

Chairman Wulff called the hearing to order at 6:00 PM to take public comment on the County's 2013 budget and levy. Auditor Knutson distributed the summary budget and levy information. Jerry and Becky Parker arrived at the meeting to express their concerns with their property value increase and increase in tax. It was explained that the purpose of the hearing was limited to discussing the County's budget and levy. The hearing was then closed.

Chairman Wulff adjourned the meeting at 6:07 PM.

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Walter W. Wulff, Chairman

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