

REGULAR MEETING OF THE BIG STONE COUNTY BOARD
November 5, 2013

The Big Stone County Board of Commissioners met in the Commissioner's Room at 8:30 AM on Tuesday, November 5, 2013. Chairman Berning called the meeting to order with Commissioners Athey, Sandberg and Wulff present. Commissioner Olson was absent. Also present were Mike Swenson of the Ortonville Independent and County Auditor Michelle Knutson. The Pledge of Allegiance followed.

Motion by Sandberg, seconded by Wulff and carried to approve the minutes of the October 15th regular meeting.

Motion by Wulff, seconded by Athey and carried to approve the agenda with noted additions.

Commissioners reported on the following committees:

Athey – WACCO; Prairie 5

Wulff – Toqua Park

Berning – Southwest EMS

Sandberg – MSI; Safety; Food Shelf; Museum

Olson (via email) – Pioneerland; Tourism Assessment Meeting

HR Director Dawn Gregoire arrived at the meeting.

Facilities Technician Jared Heck presented a Portable Heater Policy for the Board's review. Following discussion, motion by Athey, seconded by Sandberg and carried approve the policy with minor changes.

Discussion was held on the flag pole on the roof of the courthouse. Following discussion, motion by Athey, seconded by Berning and carried to remove the pole for safety and maintenance reasons. However, options for improvements or changes to the current pole on the Courthouse grounds will be looked into.

Discussion was held on the disposal of surplus items via the County's website. Motion by Athey, seconded by Wulff and carried to authorize advertising on the County's website for items valued at less than \$1,000 to be sold on a first come, first serve basis. Department heads will be responsible for setting the sales price. Bids will be taken for items valued at more than \$1,000. Larger value items will be brought before the Board and published on a case-by-case basis.

VSO Dan Meyer provided information on his office's activities during the past month for the Board's review. Administrative Assistant Liane Rausch also provided an update on her recent conference and the women's support group.

Matt Magnuson from PrimeWest presented an overview of the healthcare program that PrimeWest is working to establish for county and municipal government agencies. The program was developed in three phases: (1) recruitment of organizations; (2) build and design the plan; (3) programming and implementation. Big Stone County's total contribution for development costs are estimated at \$24,482. However, each of the three phases has a portion of the total cost attached to it so if it is determined that the program will not continue, no more costs would be expended. Motion by Athey, seconded by Sandberg and carried to commit to phase 1 of the project at a cost of \$2,955.

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

Milbank Communications	\$ 2,159.10
Stattelman Lumber	4,185.97
The Window Place	4,876.00
Upper MN Valley RDC	4,554.25
William J Watson	4,202.33
West Con	8,092.58
Ziegler Tire	2,647.71
57 Payments Less Than \$2,000	<u>19,302.35</u>
Total	\$50,020.29

Motion by Athey, seconded by Sandberg and carried to authorize the following be paid as auditor warrants:

OFC of Ortonville	\$ 134.00
Johnsrud Construction	\$ 3,355.00

Motion by Athey, seconded by Wulff and carried to execute the FY 2014 Snowmobile Maintenance Grant Agreement for the Big Stone Lake Area Sno Riders with the MN DNR.

Motion by Sandberg, seconded by Athey and carried to execute the agreement with Shred-N-Go for confidential document destruction services.

Motion by Sandberg, seconded by Wulff and carried to approve the right-of-way easement with Gayle and Colleen Hedge and Glacier Resources, Ltd.

Motion by Sandberg, seconded by Wulff and carried to request admittance to the 8th Circuit Court of Appeals in order to respond to any briefs or arguments for the appeal of the Barnes' writ for habeas corpus.

Discussion was held on the quotes received for the construction of a counter in the Recorder/Auditor Office. Motion by Sandberg, seconded by Wulff and carried to accept the low quote from Strei Construction.

Motion by Athey, seconded by Sandberg and carried to execute the Limited Warranty Deed to Sibson Gravel for the Beardsley Shop.

Motion by Sandberg, seconded by Wulff and carried for Big Stone County to act as the sponsoring agency for the Big Stone County Historical Society's membership in the Minnesota Counties Intergovernmental Trust (MCIT).

Motion by Wulff, seconded by Sandberg and carried to reclass the amount budgeted for insurance for the Historical Society for 2014 to appropriations. The Historical Society will be responsible for payments to MCIT.

Motion by Athey, seconded by Sandberg and carried to execute the Natural Resources Block Grant Agreement as presented by Environmental Officer Wilke.

Following a break, motion by Sandberg, seconded by Wulff and carried to adopt the following resolution as presented by Treasurer Cindy Nelson:

2013-27

WHEREAS Big Stone County recognizes the efficiencies and conveniences in accepting credit card, debit card and electronic check payments for various taxes, fees and services; and

WHEREAS M.S. 273.02 requires that a fee be charged to the user of a card payment for property taxes to cover the cost of the transaction and the fee must be commensurate with the costs assessed by the card issuer; and

WHEREAS on occasion an electronic payment may be made erroneously and payments may need to be reversed.

NOW, THEREFORE, BE IT RESOLVED that Big Stone County will accept credit card, debit card and electronic check transactions using a third party vendor and a convenience fee will be assessed to the user and retained by the vendor.

BE IT FURTHER RESOLVED that the County Treasurer has the authority to approve or disapprove all chargeback (return payment) request by the vendor.

Motion by Athey, seconded by Wulff and carried to execute the E-Payment Services Agreement with Point & Pay as presented by Treasurer Nelson.

Michella Wollschlager was present to discuss her concerns regarding the public access on County Road 68. Following discussion, the Board stated that it is a County Road, but assured Ms. Wollschlager that they will install some signs to address the parking issues.

HR Director Dawn Gregoire reported that Department Heads had discussed data practices as the Board requested and that she was waiting to review it with Attorney Watson.

HR Director Gregoire requested a time be established when the Board would like to complete Department Head evaluations. Consensus was to schedule them on the same day as the next two Board meetings.

Countryside Public Health Administrator Liz Auch was present to provide a review of the Community Health Needs Assessment. Informatics Technician Shelly Aalfs was also present to provide data support for the Needs Assessment.

Motion by Athey, seconded by Sandberg and carried to close the meeting at 11:17 AM for the purpose of discussing labor negotiation strategy.

Motion by Athey, seconded by Sandberg and carried to reopen the meeting at 11:36 AM.

Chairman Berning adjourned the meeting at 11:37 AM.

Joseph J. Berning, Chairman

ATTEST: _____
Michelle R. Knutson, Auditor