

RE-ORGANIZATIONAL MEETING OF THE BIG STONE COUNTY BOARD
January 7, 2014

The Big Stone County Board of Commissioners met in the Commissioner's Room at 8:30 AM on Tuesday, January 7, 2014. Chairman Berning called the meeting to order with Commissioners Athey, Olson, Sandberg and Wulff present. Also present were Mike Swenson of the Ortonville Independent, County Attorney Bill Watson and County Auditor Michelle Knutson. The Pledge of Allegiance followed.

Upon call for nominations for Board Chairman, Commissioner Athey nominated Commissioner Olson. Following 3 calls for further nominations, motion by Athey, seconded by Sandberg and carried to cast a unanimous ballot for Commissioner Olson for Chairman. Outgoing Chairman Berning turned the meeting over to newly-elected Chairman Olson.

Chairman Olson called for nominations for Vice Chairman. Commissioner Berning nominated Commissioner Sandberg. Following 3 calls for further nominations, motion by Berning, seconded by Wulff and carried to cast a unanimous ballot for Commissioner Sandberg for Vice Chairman.

Motion by Sandberg, seconded by Berning and carried to approve the minutes of the December 17th regular meeting.

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

The bids received from the Ortonville Independent and the Northern Star for publishing those notices as legally required were reviewed. Motion by Sandberg, seconded by Athey and carried to accept the bid and surety bond of the Ortonville Independent as the official newspaper of the County for 2014. The Northern Star will publish second notices as required by law.

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

Commissioner List

AMC Voting Delegates	All Commissioners
AMC Environment & Natural Resources Policy Committee	Commissioner Athey
AMC General Government Policy Committee	Commissioner Olson
AMC Health & Human Services Policy Committee	Commissioner Wulff
AMC Public Safety Policy Committee	Commissioner Berning
AMC Transportation & Infrastructure Policy Committee	Commissioner Sandberg
Appeals Committee (relating to the Ag Inspector)	Commissioners Athey & Olson Wulff the Alternate
Audit Committee	Commissioner Sandberg
Big Stone Area Growth	Commissioners Olson & Wulff
Bois de Sioux Watershed District	Commissioner Wulff
Central MN Emergency Services Board	Commissioner Sandberg Berning the Alternate
Citizens for Big Stone Lake	Commissioner Sandberg
Communications	Commissioner Olson Sandberg the Alternate
Countryside Public Health	Commissioner Berning
Ditches & Roads	All Commissioners
Joint Ditch 7/24 Authority	Commissioners Olson, Sandberg & Berning

Joint Ditch 4 Authority	Commissioners Wulff, Athey & Olson
Joint Ditch 10/11 Authority	Commissioners Sandberg, Athey & Olson
Environmental Committee	Commissioners Sandberg & Olson
Extension Committee	Commissioners Wulff & Athey
Fair Board	Commissioner Athey
Food Shelf	Commissioner Sandberg
Historical Society	Commissioner Sandberg
HRA	Commissioner Athey
Insurance Committee	Commissioners Olson
Investment Committee	Commissioner Sandberg
Law Library Committee	Commissioner Athey
Land Records Committee	Commissioner Sandberg
Legislative Committee	All Commissioners
Local Collaborative	Commissioner Sandberg
Main Street Industries Board	Commissioner Sandberg
MCIT	Chair Vice Chair the Alternate
Personnel & Labor Relations Committee	Commissioners Olson & Athey Wulff the Alternate
Pioneerland Library Board	Commissioner Olson
Planning & Zoning	Commissioners Athey & Olson
Pomme de Terre River Association	Commissioner Wulff
Prairie Country RC&D Council	Commissioner Wulff Sandberg the alternate
Prairie Five Community Action Council	Commissioner Athey
Prime West Health Systems	Commissioner Olson Sandberg the alternate
Private Industry Council	Commissioner Wulff Chief Elected Officials Board Olson the alternate
Public Safety Committee	Commissioners Berning & Athey
Purchasing & Property Management	Commissioner Berning Sandberg the Alternate
Red River Basin Commission	Commissioner Wulff
Regional Development Commission (RDC)	Commissioner Olson Sandberg the alternate
Safety Committee	Commissioner Sandberg & Berning
Soil & Water Conservation District	Commissioner Athey Olson the alternate
Supporting Hands Nurse Family Partnership	Commissioner Berning Olson the alternate
Toqua Park Committee	Commissioners Athey & Wulff
WACCO	Commissioner Athey Sandberg the alternate
WesMN Revolving Loan Fund	Commissioner Wulff
911 Advisory Board	Commissioner Berning

Other Committee Members

AMC Voting Delegates	Auditor, Engineer & HR Director
Appeals Committee (relating to the Ag Inspector)	John Cunningham
Audit Committee	State Auditor Rep, County Auditor, HR Director,

Sharron Bystol & Verden Gerber

Bois de Sioux Watershed District	Engineer
Central MN Emergency Services Board	Sheriff
Environmental Committee	Environmental Officer
Extension Committee	Lay members as appointed
Insurance Committee	Representatives from General, Family Services & Highway
Investment Committee	Treasurer, Family Services Director & Engineer
Law Library Committee	County Attorney
Land Records Committee	Terry Ocaña, 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
911 Advisory Board	John Haukos, David Hills, Jim Hasslen & Michelle Knutson

Commissioners reported on the following committees:

Athey – Toqua Park
Wulff – BSAG; Toqua Park
Berning – CSPH
Olson – Pioneerland; PrimeWest; BSAG
Sandberg – ESB; Property; Audit

Motion by Berning, seconded by Sandberg and carried to approve the following results of the appointed Department Head performance review held on December 17th as per M.S. 13.05:

Mr. Hasslen stated that the expectations of all counties is the same regardless of location or size, which makes compliance difficult with limited resources of smaller counties compared to larger counties. The Board recognizes this and thanks Mr. Hasslen for keeping Big Stone County prepared for emergencies. The Board encourages Mr. Hasslen to continue to participate in activities and include County Department Heads and the public in discussions.

HR Director Dawn Gregoire provided an update on the open Social Worker position.

Motion by Athey, seconded by Berning and carried to authorize HR Director Gregoire to assist Upper MN River Watershed District with the review of their personnel policies at a rate of \$45/hour.

Discussion was held on call time for the Deputy Sheriffs. This was tabled until the next meeting.

Motion by Berning, seconded by Wulff and carried to authorize the expenditure for commissioners to attend the AMC Leadership Development Academy in Alexandria on January 23-24, 2014.

Motion by Athey, seconded by Olson and carried to approve HR Director Gregoire's request to attend the MCIT Public Sector Human Resource Management Certification Program in 2014.

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

Association of MN Counties	\$ 4,954.00
Big Stone Area Growth	8,750.00

Big Stone Co Historical Society	20,999.00
Big Stone SWCD	15,000.00
Bonanza Education Center	5,000.00
Bond Trust Services Corp	74,242.50
City of Graceville	5,000.00
City of Ortonville	5,000.00
Computer Professionals	4,566.89
Countryside Public Health	26,507.50
MN Sheriff's Assn	2,414.00
Pioneerland Library System	16,396.75
William Watson	4,370.42
13 Payments Less Than \$2,000	<u>7,584.85</u>
Total	\$200,785.91

Motion by Sandberg, seconded by Wulff and carried to authorize the following internal transactions effective 12/31/13:

Family Services to Highway	\$ 290.62
General to Highway	\$2,109.49
Ditch to Highway	\$1,617.88
Combined Ditch 10/11	\$1,485.41
County Ditch 30	\$ 132.47

Auditor Knutson reviewed the 2013 ditch loan activity with the Board. Motion by Wulff, seconded by Berning and carried to authorize the following internal transactions effective 12/31/13:

Ditch to General		\$54,092.00
County Ditch 2	\$11,660.00	
County Ditch 8	\$ 5,088.00	
Combined Ditch 10/11	\$11,758.00	
County Ditch 14	\$ 1,468.00	
County Ditch 15	\$10,018.00	
County Ditch 16	\$ 5,554.00	
County Ditch 30	\$ 66.00	
Joint Ditch 7	\$ 8,480.00	
General to Ditch		\$12,500.00
County Ditch 20	\$ 5,700.00	
County Ditch 30	\$ 6,800.00	

Motion by Athey, seconded by Berning and carried to approve the 2014 aggregate gravel tax budget with revenues estimated to be \$100,000.

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

2014-01

BE IT RESOLVED, that the 2014 County Ditch Assessments be established as follows:

<u>Ditch</u>	<u>Assessment</u>
<u>Number</u>	
2	\$30,000
4	\$ 2,000

8	\$10,000
12	\$ 5,000
14	\$ 2,500
15	\$10,000
16	\$13,000
17	\$ 500
18	\$ 500
19	\$ 1,000
20	\$ 6,000

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

Commissioner Berning reported that Jeanne Krueger has resigned as the lay board member for Countryside Public Health. Motion by Berning, seconded by Wulff and carried to appoint Jenna Wiese as the County's new lay representative.

Motion by Berning, seconded by Sandberg 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 2012 and 2013 for the Board's review.

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

Environmental Officer Darren Wilke requested that the Board set a public hearing for the Subsurface Sewage Treatment Systems Management Ordinance. Motion by Sandberg, seconded by Berning and carried to set the public hearing for the Ordinance at 9:30 AM on February 18, 2014.

Motion by Athey, seconded by Berning and carried to execute the resolution relating to the MPCA Clean Water Partnership authorizing the County to borrow money from the MPCA and lend money to eligible lenders to fund projects for the control and abatement of water pollution in the Pomme de Terre River protective buffer project area.

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

2014-02

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.

2014-03

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.

2014-04

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.

2014-05

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.

2014-06

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 \$1,000.00 for any single County Ditch. This resolution excludes Joint Ditches.

Discussion was held on the humidity issues in the Beardsley shop. Motion by Berning, seconded by Wulff and carried to authorize the Engineer to purchase and install an air exchanger.

Engineer Anderson reported that the Highway Department is in the process of upgrading their computers as budgeted in the 5-year plan.

Engineer Anderson reported that he is waiting to hear back from Schuneman Equipment regarding the annual trade-in on tractors.

Commissioner Athey brought up concerns he has received over a recent tiling project in Browns Valley Township. The Watershed will be meeting next week to discuss the situation.

IT Director Terry Ocaña provided an update on the work that has been done to begin document imaging and the quotes received from various vendors. Motion by Berning, seconded by Sandberg and carried to authorize the purchase of M-Files as the County's electronic document management system.

Lac qui Parle County has approached the County requesting advisory assistance to their IT committee. Motion by Sandberg, seconded by Athey and carried to authorize IT Director Ocaña to work in an advisory capacity with Lac qui Parle County as his schedule allows and under his discretion.

IT Director Ocaña reported that the roofing company is waiting on a crane to finish the Courthouse shingling project.

Chairman Olson adjourned the meeting at 10:38 AM.

Brent Olson, Chairman

ATTEST: _____
Michelle R. Knutson, Auditor