

**REGULAR MEETING OF THE BIG STONE COUNTY BOARD
November 18, 2014**

The Big Stone County Board of Commissioners met in the Courtroom at 8:30 AM on Tuesday, November 18, 2014. Chairman Olson called the meeting to order with Commissioners Athey, Berning, 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.

Motion by Sandberg, seconded by Wulff and carried to approve the minutes of the November 4th regular meeting.

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

Commissioners reported on the following committees:

- Wulff – RLF; BSAG
- Berning – AMC District Mtg
- Olson – EDA Exploration; BSAG
- Sandberg – Property; PrimeWest; AMC District Mtg
- Athey – Extension; Fair Board; HRA

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

City of Graceville	\$ 5,650.00
Computer Professionals	6,558.00
John Cunningham	2,201.53
Emergency Automotive Technology	6,067.17
Envirotech Services	4,666.20
Ortonville Independent	3,058.00
TrueNorth Steel	2,914.12
West Con	14,702.94
71 Payments Less Than \$2,000	<u>19,931.27</u>
Total	<u>\$65,749.23</u>

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

General to Highway	\$ 4,841.23
Family Services to Highway	\$ 227.24
Ditch to Highway	\$ 4,332.20
County Ditch 2	\$1,430.00
Joint Ditch 4	\$ 101.39
Joint Ditch 7	\$ 119.79
County Ditch 13	\$ 700.89
Joint Ditch 24	\$1,616.54
County Ditch 30	\$ 363.59

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

Discussion was held on skirting around the temporary Sheriff's trailer. Consensus was to proceed with installation from the company.

HR Director Dawn Gregoire presented the following results of the appointed Department Head performance reviews held on November 4th as per M.S. 13.05:

IT Director Terry Ocaña wears many hats, provides many services for the County and his position continues to expand. The Board appreciates his opinions and his hard work.

Due to State mandates, Assessor Sandy Vold's department will face some challenges in the future. Sandy is working with her department to prepare for these challenges.

Family Services has faced many changes and will continue to as Federal and State laws continue to change. Family Services Director Pam Rud has led this department well during these changes by continually evaluating the department.

Training is a priority for HR Director Dawn Gregoire and she has provided County employees with several opportunities for quality training. Health care will be a challenge in the coming months.

HR Director Gregoire reported on staffing changes in the Assessor's Office. Office Clerk/Appraiser I Janet Messmer will move to 4/5's time 12/1/14 and Appraiser II Eric Banken will increase 4/5's time 1/1/15.

Motion by Athey, seconded by Wulff and carried to approve the amended Employee Handbook as presented by HR Director Gregoire.

HR Director Gregoire reported that the County can apply for a SHIP grant that would help pay for the new tobacco signage on the County buildings. Motion by Berning, seconded by Sandberg and carried to authorize HR Director Gregoire to provide the necessary information and be the authorized signer for the grant.

Attorney Watson left the meeting.

Motion by Wulff, seconded by Berning and carried to close the meeting for the purpose of conducting performance evaluations of Department Heads Jim Hasslen and Darren Wilke pursuant to MN Statute 13D.05 subd.3(a).

Motion by Berning, seconded by Sandberg and carried to reopen the meeting at 9:49 AM.

County Engineer Nick Anderson provided an update on the installation of the control structure on County Ditch 2. Craig Johnson was also present. Motion by Berning, seconded by Sandberg and carried to execute the Operation Plan with the DNR for the structure as presented by Engineer Anderson.

Discussion was held on re-installing the curve signs on CSAH 21. Engineer Anderson reviewed the sign policy. It was decided that the decision on whether to put them in if not required would be decided on a case-by-case basis. Consensus was to re-install them for this particular project.

Following a break, Environmental Officer Darren Wilke presented information regarding the Conditional Use Permit (CUP) application from Kelth Swine for a feedlot expansion. Jeff Bauman from Anez Consulting on behalf of Kelth Swine was also present and provided an overview of the project. Following discussion, motion by Athey, seconded by Wulff and carried to approve the application as recommended by the Planning Commission with one amendment to the conditions.

Motion by Athey, seconded by Berning and carried to execute the FY 2015 MPCA County Feedlot Performance Grant Agreement with the Board of Water and Soil Resources and authorize Environmental Officer Darren Wilke to sign the agreement. This will provide the County with an additional \$813 for services.

Following a recess, the Board reconvened at 11:51 AM.

Motion by Berning, seconded by Athey and carried to close the meeting for the purpose of conducting performance evaluations of Department Heads Nick Anderson and Dan Meyer pursuant to MN Statute 13D.05 subd.3(a).

Motion by Sandberg, seconded by Athey and carried to reopen the meeting at 12:30 PM.

Chairman Olson adjourned the meeting.

Brent Olson, Chairman

ATTEST: _____
Michelle R. Knutson, Auditor