

REGULAR MEETING OF THE BIG STONE COUNTY BOARD

June 16, 2015

The Big Stone County Board of Commissioners met in the Commissioners' Room at 8:30 AM on Tuesday, June 16, 2015. Chairman Sandberg called the meeting to order with Commissioners Athey, Backer and Berning present. Commissioner Olson was absent. 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 Athey, seconded by Berning and carried to approve the minutes of the June 2nd regular meeting.

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

Commissioners reported on the following committees:

Berning – Countryside; Pomme de Terre
Sandberg – Department Head; Museum; ESB
Athey – RLF; HRA; Fair Board; Toqua Park
Backer – Toqua Park

Attorney Watson reported that the farm leases will be ready for approval at the July 7th meeting.

Tammy Neubauer from SWCD presented the Board with the District's 2014 financial statements and a draft 2016 budget. They will come back in July when they have a final budget to present to the Board.

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

Bond Trust Services Corporation	\$13,342.50
Computer Professionals	4,373.00
Kandiyohi County Recycling	2,000.00
Marco	4,750.00
Ortonville Independent	2,464.34
Schuneman Equipment Company	5,988.99
Sis Insulation	6,800.00
Stattelman Lumber	3,071.99
Traverse County Sheriff	2,511.52
42 Payments Less Than \$2,000	<u>11,340.52</u>
Total	\$56,642.86

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

Family Services to Highway	\$ 104.77
General to Highway	\$ 2,098.97
Ditch to Highway	\$ 1,332.84

Auditor Knutson provided a brief update on the staffing in her office. Consensus was to leave it as is for now.

Commissioner Berning commented that committee representatives should come back with recommendations when they meet with department heads versus the department heads having to present to both the committee and the Board. If the Board

has additional questions, they will invite the department head to the meeting to provide any additional information needed.

Commissioner Athey stated that the Personnel Committee is planning to meet with Department Heads one-on-one for the purpose of gathering information in order for the County Board to do some long range planning. Following individual meetings, they plan to meet with them as a group.

Commissioner Backer was unable to attend the RLF meeting so he had asked Commissioner Athey to attend in his place. However, after arriving, Commissioner Athey was informed that they don't have alternates so he could not be a voting member. Motion by Berning, seconded by Backer and carried to authorize the expenditures for Commissioner Athey attending the meeting.

HR Director Dawn Gregoire presented job descriptions for the following positions for the Board's approval:

Appraiser Trainee	Grade 5
Appraiser	Grade 8

Motion by Athey and seconded by Berning to approve the job descriptions as presented. Following discussion, motion carried.

Motion by Athey, seconded by Backer and carried to approve the hiring of Kasey Schmidt for the Seasonal Extension Worker at Grade 1 Step 1 effective June 18, 2015.

Motion by Athey, seconded by Berning and carried to approve the hiring of Bobbie Oakes as the Adult Services Social Worker at Grade 11 Step 1 effective June 22, 2015.

Motion by Athey, seconded by Berning and carried to adopt the following resolution and execute the required agreements as presented by Jodi Hormann of HRA:

2015-15

WHEREAS, the Big Stone County Housing & Redevelopment Authority is in the process of submitting an Application for the Rural Development (RD) Housing Preservation Grant Program Funds for Housing Rehabilitation; and

WHEREAS, this is a program designed specifically for very low income range people; and

WHEREAS, these grant funds will benefit the very low income residents of Big Stone County who are otherwise unable to secure a loan for repairs to their residences.

NOW, THEREFORE BE IT RESOLVED, the Big Stone County Housing & Redevelopment Authority is hereby authorized to apply for these funds on behalf of Big Stone County.

County Recorder Elaine Martig reported that the lease on the postage meter is up July 1st and presented options for several new machines. Motion by Berning, seconded by Backer and carried to authorize a 63 month lease of a Pitney Bowes machine and to authorize Recorder Martig to sign the lease.

Recorder Martig provided an update on staffing in her office. Commissioner Athey informed her of the Board's previous discussions regarding long range planning so that no changes would be made at this time.

Chairman Sandberg adjourned the meeting at 9:37 AM.

Roger Sandberg, Chairman

ATTEST: _____
Michelle R. Knutson, Auditor