

REGULAR MEETING OF THE BIG STONE COUNTY BOARD
February 16, 2016

The Big Stone County Board of Commissioners met in the Commissioners' Room at 8:30 AM on Tuesday, February 16, 2016. Chairman Athey called the meeting to order with Commissioners Backer, Olson and Sandberg present. Commissioner Berning 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 Olson, seconded by Backer and carried to approve the minutes of the February 2nd regular meeting.

Motion by Sandberg, seconded by Backer and carried to approve the agenda.

Commissioners reported on the following committees:

Olson – PrimeWest

Sandberg – Audit; Food Shelf

Athey – SWCD; HRA; Law Library; Extension; Personnel

Backer – Extension; Personnel

Commissioner Olson reported that he has been invited to a broadband forum in St. Paul on Thursday. Motion by Sandberg, seconded by Backer and carried to authorize Commissioner Olson to attend the forum on behalf of the County.

Attorney Watson reported that the State made a change to the Master Subscriber Agreement for Minnesota Court Data Services that was executed on December 15th. The government subscriber name was changed to "Big Stone County Attorney's Office" versus Attorney Watson's name. Motion by Olson, seconded by Backer and carried to ratify the change.

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

Computer Professionals	\$ 5,272.67
Nobles County Sheriff	3,240.00
Traverse County	22,737.97
Waste Management	9,557.65
West Con	4,864.00
Wilkin County Highway Dept	5,346.08
50 Payments Less Than \$2,000	<u>17,156.80</u>
Total	<u>\$68,175.17</u>

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

General to Highway	\$ 1,456.51
Family Services to Highway	\$ 39.90
Ditch to Highway	\$ 6,020.14
County Ditch 13	\$3,844.14
County Ditch 30	\$2,176.00

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

Motion by Sandberg, seconded by Backer and carried to clarify the amendment to the Accounting Policies and Procedures from November 15, 2011, which changed

the County's accrual period from 60 to 30 days. This clarification is to include revenue recognition in addition to payables. This will be fully implemented in 2016.

Auditor Knutson gave an update on the new federal uniform guidance procurement policy. Motion by Sandberg, seconded by Olson and carried to delay the implementation until 2017.

Auditor Knutson reported that the Audit Committee had discussed the adoption of a policy to address the documentation of conflicts of interest. The Committee recommends that all commissioners, department heads and financial personnel sign a conflict of interest statement annually. Motion by Backer, seconded by Sandberg and carried to adopt the policy as recommended by the Audit Committee.

Kevin Beyer from Federated Telephone was present to request an additional amendment to the Loan Agreement with the County to eliminate restrictions on additional debt accumulated by Federated since the County has the dedicated collateral account as security. This would allow the project with Swift County or any other future projects to take place. Attorney Watson stated that he has no concerns with the amendment, but is recommending that the Board approve the request contingent upon legal review by Attorney Jenny Boulton. Following discussion, motion by Olson, seconded by Backer and carried to approve the amendment subject to further legal review as recommended by Attorney Watson.

Motion by Sandberg, seconded by Olson and carried to hire Chelsy Stattelmann for one of the open Social Worker positions at Grade 11 Step 1 as presented by HR Director Dawn Gregoire. Chelsy will start part-time effective February 18th and will move to full-time effective March 10th.

HR Director Gregoire reported that the comp time issue was discussed at the Department Head meeting and consensus was to have flexibility with time versus comp time accrual. Sick and vacation would only be used when more than a half day of work was missed. Motion by Backer, seconded by Olson and carried to no longer have exempt employees track their hours and they will only use accrued hours when taking at least a half day off.

Deputy Auditor Sharon Finke arrived at the meeting.

Motion by Sandberg, seconded by Backer and carried to close the meeting at 9:07 AM for labor negotiations.

Motion by Olson, seconded by Sandberg and carried to open the meeting at 9:17 AM. A short break followed.

Sheriff John Haukos reported that the wiring in the south stall of the storage building needs to be updated. He spoke with three local electricians and the lowest quote received was \$1,997. Motion by Sandberg, seconded by Backer and carried to authorize the rewiring.

Sheriff Haukos also reported that the Ortonville Police Chief has requested the Sheriff's Office to assist with providing approximately 7-8 hours per week of secretarial services for the City as their secretary has resigned. Motion by Olson, seconded by Sandberg and carried to approve a 1-year agreement contingent upon the County Attorney's and Auditor's approval.

Chairman Athey asked that either the Sheriff or Chief Deputy attend Department Head meetings.

Motion by Olson, seconded by Backer and carried to re-appoint Joyce Reynolds to the HRA Board retroactive to October 1, 2015, for a 5-year term.

Pete Lindstrom from CERTS provided information on the Property Assessed Clean Energy (PACE) financing project. PACE is a new way to finance energy efficiency and renewable energy upgrades to buildings of commercial property owners. It allows property owners to pay for improvements over time as a special assessment on their property taxes. The program would be run through the St. Paul Port Authority. Following discussion, consensus was to consider a joint powers agreement to establish a program in the County at the next board meeting. Kristi Fernholz from the RDC was also present for the discussion.

Chairman Athey adjourned the meeting at 10:24 AM.

Wade Athey, Chairman

ATTEST: _____
Michelle R. Knutson, Auditor