

**REGULAR MEETING OF THE BIG STONE COUNTY BOARD**  
**September 20, 2016**

The Big Stone County Board of Commissioners met in the Commissioners' Room at 8:30 AM on Tuesday, September 20, 2016. Chairman Athey called the meeting to order with Commissioners Backer, Berning, Olson and Sandberg 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 Olson, seconded by Sandberg and carried to approve the minutes of the September 6<sup>th</sup> regular meeting and highway 5-year plan meeting.

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

Commissioners reported on the following committees:

Olson – Insurance; Pioneerland; BSAG  
Sandberg – Insurance; Museum  
Athey – HRA; SWCD; Dept Head  
Backer – BSAG; PIC; Bois de Sioux  
Berning – Pomme de Terre; Countryside

Attorney Watson reported that he has been working on the Legal Assistant job description with HR Director Dawn Gregoire. This is slated for discussion later in the agenda.

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

City of St. Cloud	\$ 9,293.75
Computer Professionals Unlimited	4,509.00
Digital Ally	2,775.00
Envirotech Services	6,767.76
Nelson Electric	2,160.35
PrimeWest Health	11,283.23
Road Machinery & Supplies	9,250.00
Ronglien & Sons Excavating	3,456.70
Towmaster	79,866.00
Twin Valley Tire	2,590.00
Waste Management	9,557.65
56 Payments Less Than \$2,000	<u>19,705.47</u>
Total	\$161,214.91

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

General to Highway	\$ 1,969.66
Family Services to Highway	\$ 40.23
Ditch to Highway	\$ 1,837.67
Joint Ditch 4	\$ 410.45
County Ditch 30	\$1,427.22

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

Motion by Olson, seconded by Backer and carried to execute the FY 2017 Snowmobile Maintenance Grant Agreement for the Big Stone Lake Area Sno Riders with the MN DNR.

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

**2016-23**

WHEREAS, Big Stone County, Minnesota, desires to improve efficiencies through participating in a more efficient court process with the Minnesota Judicial Branch; and WHEREAS, as the Minnesota Judicial Branch moves toward a more efficient court process, the eCourtMN initiative is committed to ensuring that non-court governmental agencies have appropriate access to court records and documents; and WHEREAS, the Big Stone County Sheriff's Office desires to subscribe to Minnesota Court Data Services Program.

NOW, THEREFORE, BE IT RESOLVED, that the Board of County Commissioners of Big Stone County, Minnesota, approves and authorizes John Haukos, Big Stone County Sheriff; or his successor, as the designated and Authorized Representative for the Sheriff's Office, to sign the Master Subscriber Agreement for Minnesota Court Data Services for Governmental Agencies. The Authorized Representative is also authorized to sign any subsequent amendment or agreement that may be required by the Minnesota Judicial Branch to maintain the County's connection to the systems and tools offered by the Minnesota Judicial Branch.

4-H Program Coordinator Suzanne Souza provided an annual update on the program. Souza also updated the Board on the work that has been done with the aquatic invasive species (AIS) program.

Motion by Olson, seconded by Backer and carried to authorize out-of-state travel for the 2 students and 2 adults to attend the Upper Midwest Invasive Species Conference being held October 17-19, 2016, in La Crosse, Wisconsin as requested by Souza.

City of Ortonville Administrator Char Grossman was present to request additional funding for the Ortonville ambulance service for 2017. Discussion was held on its current financial status and the need for the increase in the current appropriation. Motion by Sandberg, seconded by Berning and carried to appropriate an additional \$10,000 as was given to the Graceville Ambulance. Consensus was to draft a policy for future funding for all ambulance services in the County.

Motion by Berning, seconded by Backer and carried to adopt the following resolution as presented by County Engineer Nick Anderson:

**2016-24**

WHEREAS, County CP 006-001-016, CP 006-002-016, and CP 006-003-016 have in all things been completed and the County Board being fully advised in the premises. NOW THEN BE IT RESOLVED, that the Board hereby accepts said completed projects for and on behalf of the County of Big Stone, and authorize final payment to Bituminous Paving, Inc. in the amount shown on final pay estimate.

Motion by Olson, seconded by Sandberg and carried to adopt the following resolution as presented by Engineer Anderson:

**2016-25**

WHEREAS, County SAP 006-635-006 has in all things been completed and the County Board being fully advised in the premises.

NOW THEN BE IT RESOLVED, that the Board hereby accepts said completed project for and on behalf of the County of Big Stone, and authorize final payment to Riley Brothers Construction, Inc. in the amount shown on final pay estimate.

Motion by Backer, seconded by Olson and carried to adopt the Big Stone County ADA Transition Plan as presented by Engineer Anderson and previously discussed at the 5-year plan meeting.

Engineer Anderson reported that they have been mowing off crop that is in the County's right-of-way.

Motion by Olson, seconded by Backer and carried to adopt the following resolution as presented by Engineer Anderson:

**2016-26**

WHEREAS, Minnesota Department of Transportation (MnDOT) proposes to make certain improvements on portions of Trunk Highways (TH) 9, 12, 27, 28, 29, 54, 55, 59, 75, 79 and 104 in Big Stone, Douglas, Grant, Pope, Stevens, Swift and Traverse Counties under State Project (SP) 8824-145; and

WHEREAS, it is Big Stone, Douglas, Grant, Pope, Stevens, Swift and Traverse Counties' desire that the State include, in this project letting, certain improvements to County State Aid Highways (CSAH) and County Highways (CH); and

WHEREAS, under MnDOT Policy and Procedures for Cooperative Construction Projects with Local Units of Government, the Counties will have a participation in the cost for this work and the Counties' share for this work is estimated to be \$360,900 to be paid with Federal Highway Safety Improvement Program funds; and

WHEREAS, MnDOT has requested that Big Stone County, representing all counties included in this contract and acting as the liaison for the flow through of funds, formally indicate its intent to participate in the costs of lighting improvements requested by the said counties.

BE IT RESOLVED, that following approval by MnDOT of plans and specifications for the improvement of said THs, CSAHs and CHs, before a contract is awarded for the construction of said improvements, Big Stone County shall enter into an agreement, on behalf of all said counties, with the State which shall provide that Big Stone County will act as the fiscal agent on behalf of all participating counties.

IT Director Terry Ocaña was present to provide information on his request for a full-time IT Support Technician.

HR Director Dawn Gregoire presented the completed job description for a full-time Legal Assistant for the County Attorney's Office. It will be classified as a Grade 9 on the classification scale. Attorney Watson would like to have someone hired by December 1<sup>st</sup>. Motion by Olson, seconded by Backer and carried to approve the job description and authorize HR to begin the hiring process.

Environmental Officer Darren Wilke presented the final findings of fact for the denial of the conditional use permit application of Overland Properties for a Dollar General store in Graceville. Motion by Olson, seconded by Berning and carried to adopt the findings as presented.

Motion by Sandberg, seconded by Berning and carried to approve a solid waste hauler's license for Dakota Waste Solutions as presented by Environmental Officer Wilke.

County Treasurer Cindy Nelson was present to request assessed values for the tax forfeited property that will be on the upcoming sale. Consensus was to combine adjacent parcels 22-1433-000 and 22-1436-000. Following discussion, motion by Backer, seconded by Sandberg and carried to set the basic sales prices as follows:

21-0132-000	\$ 560
21-0156-000	\$1,390
22-1433-000	\$7,000

Motion by Backer, seconded by Olson and carried to adopt the following resolution:

**2016-27**

BE IT RESOLVED, that all parcels of tax-forfeited land listed on List of Tax-Forfeited Land #16-1 be classified as nonconservation land; that the basic sale price of each parcel on List of Tax-Forfeited Land #16-1, that is on file with the Clerk of the County Board, be approved and authorization for a public sale of this land be granted, pursuant to M.S. 282.01; that the sale will be held at 9:00 AM, Monday, October 24, 2016, by the Big Stone County Treasurer at the Big Stone County Courthouse, for not less than the basic sale price; and that full payment is required at the time of the sale.

Discussion was held to finalize the 2016 budget and levy.

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

**2016-28**

BE IT HEREBY RESOLVED, that the proposed 2017 budget be approved and the gross levy be established at \$5,196,550.

The public meeting to take comments on the proposed budget and levy was set for Thursday, December 1<sup>st</sup> at 6:00 PM in the Commissioner's Room.

Due to the AMC conference, the December 6<sup>th</sup> board meeting will be held on Thursday, December 1<sup>st</sup> beginning at 5:00 PM.

Motion by Olson, seconded by Backer and carried to approve the job description for the IT Support Technician at Grade 7.

Chairman Athey adjourned the meeting at 10:46 AM.

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Wade Athey, Chairman

ATTEST: \_\_\_\_\_  
Michelle R. Knutson, Auditor