

**REGULAR MEETING OF THE BIG STONE COUNTY BOARD**  
**December 6, 2017**

The Big Stone County Board of Commissioners met in the Commissioner's Room at 5:00 PM on Wednesday, December 6, 2017. Chairman Backer called the meeting to order with Commissioners Athey, Berning, Olson and Sandberg present. Also present were Dillon Dwyer of the Ortonville Independent, County Attorney Joe Glasrud, County Auditor Michelle Knutson and Deputy Auditor Holly Wellendorf. The Pledge of Allegiance followed.

Motion by Sandberg, second by Berning and carried to approve the minutes of the November 21<sup>st</sup> regular meeting.

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

Tony Frisch was present to extend an invitation from Karon White, 8<sup>th</sup> Judicial District Treatment Court Coordinator to attend the graduation of an individual from the Drug Court Program.

Commissioners reported on the following committees:

- Sandberg – Property
- Athey – Park; Prairie 5
- Backer – Park
- Olson – RDC; AMC Conference

Attorney Glasrud provided an update on recent office activities.

Motion by Olson, seconded by Athey and carried to execute the 2018 City Attorney Services Contracts at the same terms and hourly rates. The City of Barry has expressed interest in utilizing Attorney Glasrud's services. He will draft a contract with the same terms and hourly rates as the other cities.

Motion by Sandberg, seconded by Olson and carried to ratify the Professional Services Agreement between Minnesota Counties Computer Cooperative (MnCCC) and Strategic Technologies Incorporated (STI) for the maintenance and support of MCAPS.

Emergency Management Director (EMD) Dona Greiner and Deputy EMD Krista Hartman were present to review the County Emergency Operations Plan (EOP). Motion by Sandberg, seconded by Athey and carried to approve the plan as presented.

EMD Greiner also reviewed recent and upcoming activities of the office.

At 6:00 PM, Chairman Backer asked for public comment on the County's 2018 budget and levy. No public comments on the budget were received.

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

City of Graceville	\$10,625.00
Pictometry	2,784.40
Ronglien & Sons	5,012.50
21 Payments Less Than \$2,000	<u>5,732.09</u>
Total	\$24,153.99

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

General to Highway	\$ 1,672.58
Family Services to Highway	\$ 45.65

Ditch to Highway		\$18,774.67
County Ditch 2	\$	374.69
Joint Ditch 4	\$	796.37
County Ditch 8	\$	13,556.57
County Ditch 13	\$	2,881.83
County Ditch 14	\$	948.46
County Ditch 16	\$	88.33
County Ditch 30	\$	128.42

Motion by Sandberg, seconded by Olson and carried to execute the Agreement for Consulting Services with Hildi Inc. for a Post-Employment Benefit Valuation Report as required under GASB Statements 45 and 75.

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

**2017-33**

WHEREAS, Minnesota counties are responsible for administering elections, which includes the purchase and maintenance of supplies and election equipment, including accessible voting equipment; and

WHEREAS, Minnesota last updated much of its voting equipment between 2002 and 2006 meaning that the equipment is rapidly approaching the end of its 10 to 15 year lifespan; and

WHEREAS, it's essential for precincts to have functioning voting equipment so that voters are able to cast their ballot on equipment that is secure, accessible, accurate, and reliable; and

WHEREAS, Minnesota's 90th Legislature authorized \$7 million for the Voting Equipment Grant Account to assist counties, cities, towns, and school districts with the purchase of voting equipment; and

WHEREAS, to receive funding from the Voting Equipment Grant Account, counties must submit an application to the Minnesota Secretary of State before December 15, 2017.

NOW, THEREFORE, BE IT RESOLVED, Big Stone County approves the application for funding from the Voting Equipment Grant and hereby authorizes the Auditor to submit and execute the grant application on behalf of Big Stone County.

BE IT FURTHER RESOLVED, the County certifies that any funds awarded from the Voting Equipment Grant will be used only to purchase assistive voting technology, an electronic roster system, an electronic voting system, any individual component of an electronic voting system, or any other equipment or technology approved by the Secretary of State.

Motion by Athey, seconded by Olson and carried authorizing Auditor Knutson to obtain a county credit card for IT Director Terry Ocaña.

Motion by Berning, seconded by Sandberg and carried to approve the following tobacco license application for 2017:

Jamer's One Stop

Motion by Olson, seconded by Berning and carried to approve the following tobacco license applications for 2018:

Jamer's One Stop

DG Retail, LLP dba Dollar General

Headquarter's Bar, Inc.  
Holiday Stationstore  
One More, Inc.  
Tri-County Coop  
TD&C Inc dba S & D One Stop

A Certificate of Performance was presented for SP 006-072-002 with Otter Electric. Motion by Berning, seconded by Olson and carried to adopt the following resolution:

**2017-34**

WHEREAS, County SAP 006-072-002 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 Otter Electric, LLC in the amount shown on final pay estimate.

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

Motion by Berning, seconded by Sandberg and carried to execute the 2017 Safe and Secure Courthouse Initiative Grant Agreement and authorize IT Director Terry Ocaña to sign as the county representative.

Auditor Knutson reviewed the proposed 2018 ditch budget. The details will be included in the final budget to be approved at the next board meeting.

The Board reviewed and prioritized the Minnesota Rural Counties Legislative Issues List.

The Board will set up a schedule to meet with elected officials at the December 19<sup>th</sup> board meeting to discuss salaries.

Motion by Berning, seconded by Athey and carried to close the meeting at 6:38 PM for labor negotiations with only the Board, Attorney Glasrud, and HR Director Gregoire present.

Motion by Berning, seconded by Olson and carried to reopen the meeting at 7:20 PM.

Chairman Backer adjourned the meeting at 7:20 PM.

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Jay Backer, Chairman

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