

**REGULAR MEETING OF THE BIG STONE COUNTY BOARD**  
**April 17, 2018**

The Big Stone County Board of Commissioners met in the Commissioner's Room at 8:30 AM on Tuesday, April 17, 2018. Chairman Olson called the meeting to order with Commissioners Athey, Backer, Berning and Sandberg present. Also present were Dillon Dwyer of the Ortonville Independent, County Attorney Joe Glasrud and County Auditor Michelle Knutson. The Pledge of Allegiance followed.

Motion by Berning, seconded by Backer and carried to approve the minutes of the April 3<sup>rd</sup> regular meeting and the April 3<sup>rd</sup> public hearing for the redetermination of benefits for County Ditch 12.

Motion by Sandberg, seconded by Athey and carried to approve the agenda. Commissioners reported on the following committees:

Backer – Extension; Woodland; Pomme de Terre; Annual Township Meeting

Berning – CSPH

Olson – PrimeWest; P&Z; IT; Annual Township Meeting

Sandberg – Museum; CBSL; Property; EM EOC

Athey – Extension; Annual Township Meeting; P&Z; HRA; SWCD

Attorney Glasrud reported on the recent Cornerhouse training he attended.

HR Director Dawn Gregoire and IT Director Terry Ocaña arrived at the meeting.

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

Abdo, Eick & Meyers	\$ 24,000.00
Applied Concepts	2,667.50
Audio & Security Engineers	4,000.16
Computer Professionals	5,627.00
Jerome Jennen	9,583.05
Kandiyohi County Sheriff Dept	3,443.99
Kris Engineering	5,788.22
Nelson Electric	2,258.58
Ortonville Independent	3,565.78
RDO Equipment	256,737.00
51 Payments Less Than \$2,000	<u>15,821.39</u>
Total	\$333,492.67

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

General to Highway	\$ 1,638.23
Family Services to Highway	\$ 168.38

Motion by Sandberg, seconded by Backer and carried that the 2017 financial statements be approved and ordered published.

Motion by Berning, seconded by Backer and carried to approve the hiring of Heidi Torgerson for the part-time Extension Office Support position at Grade 6 Step 1 contingent upon successful background screenings as recommended by HR Director Gregoire.

EMD Dona Greiner and Deputy EMD Krista Hartman were present to provide an update on the office's activities for first quarter.

Environmental Officer Darren Wilke was present to report on the recent Planning Commission meeting for the conditional use permit (CUP) application for the establishment of a long term gravel pit. Following discussion, motion by Berning and seconded by Sandberg to approve the permit CUP application of Bituminous Paving with conditions as recommended by the Planning Commission. Bituminous Paving representatives George Goodhart and Amanda Pansch were also present for the discussion.

Environmental Officer Wilke reviewed the County's policies on after-the-fact permits and may address changes in the near future.

County Engineer Todd Larson and Highway Maintenance Supervisor Darby Karsky arrived at the meeting.

County Engineer Larson presented the following bid summaries:

	<u>CSAH 10 project</u> <u>SAP 006-610-024</u>	<u>CSAH 23 Project</u> <u>SP 006-623-004</u>
Central Specialties Inc.	\$378,276.91	\$1,179,880.67
Bituminous Paving	\$467,256.20	\$1,568,691.54
Mark Sand & Gravel	\$499,831.47	\$1,311,063.88
Duininck Bros. Inc.	\$536,347.27	\$1,646,999.89
Knife River Corporation		\$1,389,592.09

Motion by Athey, seconded by Berning and carried to award the bid for SAP 006-610-024 to Central Specialties. Engineer Larson reported that the bid for SP 006-623-004 cannot be awarded until clearance is received from MnDOT regarding the federal DBE requirements.

Engineer Larson reported that he received the following quotes on the County Ditch 13 repair project:

Wulf Tiling	\$61,500.00
Big Stone Ag Service Inc	\$75,231.15

Motion by Backer, seconded by Athey and carried to accept the low quote from Wulf Tiling as recommended by Engineer Larson.

Discussion was held on the updated timeline for the construction of a new highway building. A Construction Manager at Risk (CMAR) and an architect should be hired this fall. They are looking at selling the Correll shop and moving the pumps and tanks to the new property. June of 2020 would be the earliest for the beginning of construction. Financing options will also need to be discussed.

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

Motion by Backer, seconded by Athey and carried to approve the Consumption and Display Permit and the On Sale Beer License for Graceville Golf Club.

Motion by Athey, seconded by Backer and carried to execute the 3-year Memorandum of Agreement with the University of MN Extension as approved by the Extension Committee.

Auditor Knutson presented the new Joint Powers Agreement (JPA) for the Midstate Computer Collaborative and the Master Agreement to Provide Professional Services between Midstate Computer Collaborative (MSCC) and Computer

Professionals Unlimited, Inc (CPUI). IT Director Ocaña expressed his concerns with the CPUI agreement, including MCIT's recommended insurance requirements. Following discussion, motion by Sandberg, seconded by Berning and carried to approve and execute the JPA as presented.

Motion by Berning, seconded by Backer and carried to recess the meeting at 10:00 AM for the County Ditch 20 partial abandonment public hearing.

The meeting was re-opened at 10:13 AM.

Discussion continued on MSCC's Master Agreement with CPUI. Several counties have already signed the agreement and Knutson stated she has been invited to meet with the MSCC Executive Board and Chad Swanson to discuss Ocaña's concerns as well as any additional comments received from other participating counties. Following further discussion, motion by Athey, seconded by Sandberg and carried to ratify the agreement as presented.

Auditor Knutson reported that a request has been received for cleaning a portion of County Ditch 13. The request was tabled until the current project is completed.

Discussion was held on the request for a letter of support from TCW Railroad. No action was taken.

Motion by Sandberg, seconded by Backer and carried to close the meeting at 10:25 AM to discuss litigation.

Motion by Sandberg, seconded by Backer and carried to re-open the meeting. Chairman Olson adjourned the meeting at 10:34 AM.

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Brent Olson, Chairman

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