

**REGULAR MEETING OF THE BIG STONE COUNTY BOARD**  
**January 21, 2020**

The Big Stone County Board of Commissioners met in the Commissioner's Room at 8:30 AM on Tuesday, January 21, 2020. Chairman Athey called the meeting to order with Commissioners Backer, Klepel, Olson and Sandberg present. Also present were Dillon Dwyer of the Ortonville Independent, HR Director Dawn Gregoire, County Attorney Joe Glasrud and Deputy Auditor Heather Henrich. The Pledge of Allegiance followed.

County Recorder Elaine Martig entered the meeting.

The work session discussion began with Commissioner Sandberg reviewing the County's policy on closings. No changes to the policy were made.

Commissioner Sandberg reviewed information from Deputy Auditor Henrich regarding salaried employees. Motion by Backer, seconded by Sandberg and carried to pay salaried employees over 27 payrolls in 2020. In addition, all salaried employees will receive their COLA increases with the first payroll in January. Salaries for all exempt and elected officials will be set by an annual salary amount going forward, not by percentage, and will be allocated over the number of pay periods in each year.

2020 elected officials' salaries were also reviewed and re-approved as follows:

Recorder	\$64,066.60
Treasurer	\$70,222.75
Auditor	\$90,423.45
Sheriff	\$82,400.00
Attorney	\$95,792.06
Commissioners	\$15,000.00

Motion by Olson, seconded by Backer and carried to approve the minutes of the January 7<sup>th</sup> re-organizational meeting correcting that Commissioner Olson was in attendance.

Motion by Backer, seconded by Klepel and carried to approve the agenda with the addition of Telecommuter Forward! Certification by Commissioner Backer.

Commissioners reported on the following committees:

Klepel – RDC, Safety

Olson – Countryside, PrimeWest (2), Pioneerland

Sandberg – Safety

Athey – SWCD, Personnel

Backer – Personnel, BSAG, CPT (2), SW EMS, BdSWD, Woodland

Commissioner Backer presented information from the BSAG meeting regarding a resolution in support of telecommuting opportunities and Telecommuter Forward! Certification. Motion by Backer, seconded by Olson and carried to appoint Vicki Oakes as the point of contact and adopt the following resolution:

**2020-08**

WHEREAS, Big Stone County supports and commits to promote the availability of telecommuting options;

WHEREAS, Big Stone County hereby appoints Vicki Oakes, MNbump Manager as the single point of contact for coordinating telecommuting opportunities within Big Stone County including the following responsibilities:

1. Coordination and partnership with broadband providers, realtors, economic development professionals, employers, employees, and other telecommuting stakeholders.
2. Collaboration with broadband providers and employers to identify, develop, and market telecommuter-capable broadband packages.
3. Communication and partnership with broadband providers and economic development professionals to develop common goals.
4. Promotion of telecommuter-friendly workspaces, such as business incubators with telecommuting spaces, if such a workspace has been established in the political subdivision at the time the political subdivision adopts the resolution.
5. Familiarity with broadband mapping tools and other state-level resources.
6. Maintaining regular communication with the state broadband office.
7. Making regular reports to the [governing body of the political subdivision].

NOW, THEREFORE, BE IT HEREBY PROCLAIMED by the Big Stone County Board of Commissioners to support telecommuting opportunities for Big Stone County in its application for Telecommuter Forward! Community certification.

Commissioner Athey reported the Upper MN River Watershed District would like a commissioner to attend their meetings. Motion by Sandberg, second by Backer and carried to appoint Commissioner Athey and Commissioner Klepel as the alternate.

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

CPT	\$ 5,884.54
Kandiyohi County Sheriff Dept	43,878.53
KDIO Radio Inc.	3,000.00
Lac qui Parle Sheriff	6,443.61
MAXIMUS	3,350.00
Mental Health Task Force	5,000.00
Midstates Supplies	12,473.44
Northland Business Systems	15,900.00
Ortonville Independent	3,836.74
Pro West & Associates	3,888.95
Tri County Co-op	2,348.00
Waste Management	11,733.33
West Central Communications	7,724.66
Western Con	13,626.26
33 Payments Less Than \$2,000	<u>14,070.19</u>
Total	\$153,158.25

Auditor Knutson asked for the Board's approval to assign unused GIS funds from the 2019 budget. Motion by Sandberg, seconded by Backer and carried to assign the funds for use in 2020.

County Assessor Sandy Vold was present to request that the Board set the date for the County Board of Appeal and Equalization meeting. Motion by Backer, seconded by Sandberg and carried to set the meeting for Tuesday, June 23<sup>rd</sup> at 7:00 PM.

County Recorder Elaine Martig provided the Board with reports on fees collected and vital statistics for 2018 and 2019. Martig reported that her office continues to be in compliance with the recording requirements per statute.

IT Director Matt Anderson enters the meeting.

Emergency Management Director Dona Greiner presented information regarding the Hazard Mitigation Plan approval. Motion by Sandberg, seconded by Backer and carried to adopt the following resolution:

**2020-09**

WHEREAS, the County of Big Stone is participating in a hazard mitigation planning process as established under the Disaster Mitigation Act of 2000; and

WHEREAS, the Act establishes a framework for the development of a multi-jurisdictional hazard mitigation plan; and

WHEREAS, the Act as part of the planning process requires public involvement and local coordination among neighboring local units of government and business; and

WHEREAS, the County will lead the planning effort with the assistance of consultants and State of Minnesota staff.

WHEREAS, the County will provide staff and resources from departments related to mitigation, will facilitate participation of jurisdiction within the County, and provide quarterly reporting on plan progress.

WHEREAS, the plan must include a risk assessment including past hazards, hazards that threaten the County, maps of hazards, an estimate of structures at risk, estimate of potential dollar losses for each hazard, a general description of land uses and future development trends; and

WHEREAS, the plan must include a maintenance or implementation process including plan updates, integration of plan into other planning documents and how the county will maintain public participation and coordination; and

WHEREAS, the draft plan will be shared with the State of Minnesota and the Federal Emergency Management Agency (FEMA) for coordination of state and federal review and comment on the draft; and

WHEREAS, approval of the All Hazard Mitigation Plan will make the county eligible to receive Hazard Mitigation Assistance grants as they become available.

NOW THEREFORE BE IT RESOLVED that Big Stone County Board of Commissioners will enter into an agreement with the Division of Homeland Security and Emergency Management in the Minnesota Department of Public Safety for the program entitled Hazard Mitigation Assistance (HMA) for the update of the Big Stone County Hazard Mitigation plan. Dona Greiner, Emergency Management Director is hereby authorized to execute and sign such agreements and any amendments hereto as are necessary to implement the plan on behalf of Big Stone County.

EMD Dona Greiner also provided and update about the office's activities.

Environmental Director Darren Wilke requested permission to sign electronically for annual SCORE, NRBG, and Feedlot operational grants. Motion by Sandberg, seconded by Klepel and carried to allow Wilke to sign grants on behalf of the County.

Motion by Athey, seconded by Backer and carried to re-appoint Lori Riley, Pat Dwyer, and Don Lundell to the Planning Commission and Charlie Lindquist and Ken Chase to the Board of Adjustment.

Wilke presented the amount of annual maintenance for ERIS/ARC. Motion by Olson, seconded by Klepel and carried to pay the annual maintenance in the amount of \$5,967.

After review of the draft Pomme de Terre River Comprehensive Watershed Management Plan, motion by Sandberg, seconded by Backer and carried to recommend to the Pomme de Terre River Watershed Policy Committee that the plan be submitted to the Board of Soil Resources for their approval, as stated within the Pomme de Terre River Association Joint Powers Agreement.

County Engineer Todd Larson entered the meeting.

Facilities Technician Jared Heck presented the following bids for the purchase of a Grasshopper lawnmower/sweeper:

729 Liquid Cooled:	Titan Machinery	\$19,814
	Farmers Implement	\$18,900
729 Air Cooled:	Titan Machinery	\$16,975
	Farmers Implement	\$16,000

Following discussion, motion by Backer, seconded by Olson and carried to purchase the 729 Liquid Cooled option from Titan Machinery for \$19,814.

US Fish & Wildlife representatives Blake Knisley and Bruce Freske were present to request certification of acquisition of land for habitat easements in Akron, Odessa and Otrej Townships. Donald and Janet Stock and Randy Rolfsmeier were also present. Motion by Olson, seconded by Sandberg and carried to certify for acquisition the following described properties for habitat easements with Commissioner Athey voting Nay:

1. T120N, R44W, 5th PM, Section 3, GLs 1 and 2 [sometimes described as the N1/2NE1/4].
2. T121N, R45W, 5th PM, Section 25, part of the W1/2NW1/4.
3. T122N, R45W, 5th PM, Section 29, part of the E1/2SW1/4, part of the SE1/4, and part of the SE1/4NW1/4.

Engineer Larson provided an update on highway department activities. Larson reported that the bid opening for the new Ortonville maintenance facility was rescheduled to February 6<sup>th</sup>, this was to give the bidders more time to get clarification on the plans.

Discussion was held on the renewal of the County's membership to the Transportation Alliance. Motion by Olson to renew the membership. Due to no second being made, the matter was tabled until the next meeting.

Chairman Athey adjourned the meeting at 10:05 AM.

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Wade Athey, Chairman

ATTEST: \_\_\_\_\_  
Heather Henrich, Deputy Auditor