

**RE-ORGANIZATIONAL MEETING OF THE BIG STONE COUNTY BOARD  
January 3, 2023**

The Big Stone County Board of Commissioners met in the Commissioners' room at 8:30 AM on Tuesday, January 3, 2023. Chairman Klages called the meeting to order with Commissioners Athey, Zimmel, Olson and Sandberg present. Also present were Dillon Dwyer of the Ortonville Independent, Coordinator Pam Rud. The Pledge of Allegiance followed.

Upon call for nominations for Board Chairman, Commissioner Olson was nominated. Following 2 calls for further nominations, motion by Athey, seconded by Sandberg and carried to cast a unanimous ballot for Commissioner Olson for Chairman. Outgoing Chairman Klages turned the meeting over to newly-elected Chairman Olson.

Chairman Olson called for nominations for Vice Chairman. Commissioner Sandberg was nominated. Following 2 calls for further nominations, motion by Klages, seconded by Athey and carried to cast a unanimous ballot for Commissioner Sandberg for Vice Chairman.

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

Motion by Klages, seconded by Athey and carried to approve the minutes of the December 22<sup>nd</sup> regular meeting.

Motion by Sandberg, seconded by Zimmel and carried to approve the amended minutes from the December 13<sup>th</sup> special board meeting.

The bids received from the Ortonville Independent and the Northern Star for publishing those notices as legally required were reviewed. Motion by Athey, seconded by Zimmel and carried to accept the bid and surety bond of the Ortonville Independent as the official newspaper of the County for 2023. The Northern Star will publish second notices as required by law.

Motion by Sandberg, seconded by Athey and carried to designate the County's website for the publication of transportation projects as allowed by MS §331A.12.

Motion by Sandberg, seconded by Klages and carried to establish the following committee appointments:

**Commissioner List**

<b>AMC Voting Delegates</b> .....	All Commissioners
<b>AMC Environment &amp; Natural Resources Policy Committee</b> .....	Commissioner Athey
<b>AMC General Government Policy Committee</b> .....	Commissioner Olson
<b>AMC Health &amp; Human Services Policy Committee</b> .....	Commissioner Sandberg
<b>AMC Public Safety Policy Committee</b> .....	Commissioner Klages
<b>AMC Transportation &amp; Infrastructure Policy Committee</b> .....	Commissioner Zimmel
<b>Appeals Committee</b> (relating to the Ag Inspector) .....	Commissioners Athey & Olson Zimmel the alternate
<b>AIS</b> .....	Commissioner Sandberg
<b>Big Stone Area Growth</b> .....	Commissioners Klages & Zimmel
<b>Bois de Sioux Watershed District</b> .....	Commissioner Zimmel
<b>Central MN Emergency Services Board (ESB)</b> .....	Commissioner Klages Sandberg the alternate
<b>Counties Providing Technology (CPT)</b> .....	Commissioner Athey Olson the alternate
<b>Countryside Public Health</b> .....	Commissioner Olson Sandberg the alternate

<b>Ditches &amp; Roads</b> .....	All Commissioners
<b>Joint Ditch 7/24 Authority</b> .....	Commissioners Olson, Sandberg & Zimmel
<b>Joint Ditch 4 Authority</b> .....	Commissioners Zimmel, Athey & Olson
<b>Joint Ditch 10/11 Authority</b> .....	Commissioners Sandberg, Athey & Olson
<b>Extension Committee</b> .....	Commissioners Klages & Athey
<b>Fair Board</b> .....	Commissioner Athey
<b>Food Shelf</b> .....	Commissioner Sandberg
<b>Historical Society</b> .....	Commissioner Sandberg
<b>HRA</b> .....	Commissioner Athey
<b>Law Library Committee</b> .....	Commissioner Athey
<b>Legislative Committee</b> .....	All Commissioners
<b>Local Collaborative</b> .....	Commissioner Sandberg
<b>Main Street Industries Board</b> .....	Commissioner Sandberg
<b>MCIT</b> .....	Chair
	Vice Chair the alternate
<b>MRCC</b> .....	Commissioner Athey
	Other Commissioners the alternates
<b>Personnel &amp; Labor Relations Committee</b> .....	Chair and Vice Chair
<b>Pioneerland Library Board</b> .....	Commissioner Olson
<b>Planning &amp; Zoning</b> .....	Commissioners Athey & Olson
<b>Pomme de Terre River Association</b> .....	Commissioner Klages
<b>Prairie Five Community Action Council</b> .....	Commissioner Athey
<b>PrimeWest Health Systems</b> .....	Commissioner Olson
	Klages the alternate
<b>Private Industry Council Chief Elected Officials Board</b> .....	Commissioner Zimmel
	Olson the alternate
<b>Purchasing &amp; Property Management</b> .....	Commissioners Klages & Sandberg
<b>Red River Basin Commission</b> .....	Commissioner Zimmel
<b>Regional Development Commission (RDC)</b> .....	Commissioner Zimmel
<b>RDC Revolving Loan Fund (RLF) Advisory Board</b> .....	Commissioner Klages
<b>Soil &amp; Water Conservation District</b> .....	Commissioner Athey
	Olson the alternate
<b>Southwest MN EMS</b> .....	Commissioner Sandberg
	Klages the alternate
<b>Southwest Mental Health Consortium</b> .....	Commissioner Olson
<b>Supporting Hands Nurse Family Partnership</b> .....	Commissioner Olson
	Sandberg the alternate
<b>Toqua Park Committee</b> .....	Commissioners Athey & Zimmel
<b>Upper MN River Watershed District</b> .....	Commissioner Athey
	Klages the alternate
<b>Upper MN River One Watershed One Plan Policy Committee</b> .....	Commissioner Athey
	Klages the alternate
<b>WACCO</b> .....	Commissioner Athey
	Sandberg the alternate
<b>Western Probation Services</b> .....	Commissioner Zimmel
	Klages the alternate
<b>Woodland Centers</b> .....	Commissioners Klages & Sandberg
<b>911 Advisory Board</b> .....	Commissioner Klages

**Other Committee Members**

**AMC Voting Delegates** ..... Leadership Team

**AIS**..... Environmental Technician  
 4-H Program Coordinator  
 UMRWD Administrator  
 MN DNR Area Fisheries Supervisor  
 2 Citizens at Large  
 Rep from SD Side of Big Stone Lake

**Bois de Sioux Watershed District**..... Engineer

**Central MN ESB Committees:**

**RAC** ..... Sheriff  
 Kandiyohi County the alternate

**EMAC**..... Emergency Management Director (EMD)  
 Deputy EMD the alternate

**Owners & Operators**..... Sheriff  
 Kandiyohi County the alternate

**Users** ..... Sheriff, Deputy John Maatz, Kandiyohi County Rep

**NG911** ..... Sheriff

**Logger** ..... Sheriff  
 Chief Deputy the alternate

**Countryside Public Health Lay Board Member**..... Sharon Botker

**Extension Committee** ..... Lay members as appointed

**Planning & Zoning** ..... Lay members as appointed

**Private Industry Council Workforce Council**.....Hillary Henrich

**911 Advisory Board** .....Sheriff, Chief Deputy Sheriff, EMD & Auditor

Commissioners reported on the following committees:

- Olson – None
- Sandberg – None
- Klages – CMESB, and Probation update from Backer
- Athey - None

Auditor-Treasurer Knutson reviewed the 2022 ditch loan activity with the Board.  
 Motion by Athey, seconded by Zimmel and carried to authorize the following internal transactions effective 12/31/22:

Ditch to General		\$53,495.00
CD 5	\$ 6,280.00	
CD 13	\$21,760.00	
CD 21	\$22,688.00	
CD 30	\$ 1,768.00	
JD 4	\$ 999.00	
General to Ditch		\$24,500.00
CD 16	\$ 6,500.00	
JD 4	\$18,000.00	

Motion by Sandberg, seconded by Klages and carried to authorize the following internal transactions effective 12/31/22:

General to Highway		\$ 3,273.25
Family Services to Highway		\$ 60.80
Ditch to Highway		\$ 2,607.68
CD 2	\$ 580.72	
JD 4	\$ 1,528.75	
JD 7	\$ 442.89	

Motion by Klages, seconded by Zimmer and carried to adopt the following resolution to designate depositories and authorize the Auditor-Treasurer Knutson to make investments:

**2023-01**

WHEREAS, M.S. §118A.02, subd. 1(a) states “The governing body of each government entity shall designate, as a depository of its funds, one or more financial institutions.”; and

WHEREAS, M.S. §118A.02, subd. 1(b)(2) allows the County board to authorize the Auditor/Treasurer to make investments of funds under M.S. §118A.01 to 118A.06 or other applicable law.

THEREFORE, BE IT RESOLVED, that the Big Stone County Board of Commissioners designates as depositories the following financial institutions and designates the following as brokers and authorized investment holders:

- Minnwest Bank of Ortonville
- CenBank of Ortonville
- Frandsen Bank & Trust of Clinton
- First Independent Bank of Beardsley
- Star Bank of Graceville
- MAGIC Fund, managed by PFM Asset Management
- BNY Mellon/Pershing Advisor Solutions/Ehlers Investment Partners
- US Bank/Moreton Capital Markets

BE IT FURTHER RESOLVED, that the County Board of Commissioners authorizes the Auditor/Treasurer to make investments of funds under M.S. §118A.01 to 118A.06 or other applicable law at any one or more of the above.

BE IT FURTHER RESOLVED, the County Auditor/Treasurer is hereby authorized to act and serve as county agent on any County accounts set up or active at any of the above financial institutions, brokers, or investment holders.

BE IT FURTHER RESOLVED, the above designations and authority conferred shall be and remain in full force and effect until written notice of any amendment or revocation thereof shall have been delivered to and received by the financial institution, broker, or investment holder at each location where an account is maintained and the financial institution, broker, or investment holder shall be indemnified and held harmless from any loss suffered or any liability incurred by it in continuing to act in accordance with this resolution.

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

**2023-02**

WHEREAS, Minnesota Statute 471.38, allows for the use of electronic funds transfers as a means of making various payments; and

WHEREAS, a local government may make an electronic funds transfer for the following:

- a. For a claim for a payment from an imprest payroll bank account or investment of excess money;
- b. For a payment of tax or aid anticipation certificates;
- c. For a payment of contributions to pension or retirement fund;
- d. For vendor payments; and

e. For payment of bond principal, bond interest and fiscal agent service charge from the debt redemption fund; and  
 WHEREAS, the County Board shall annually delegate the authority to make electronic funds transfers.

THEREFORE, BE IT RESOLVED, that the Big Stone County Board delegates County Auditor-Treasurer Michelle Knutson the authority to make electronic fund transfers.

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

Assn of MN Counties	\$ 9,231.00
ESRI	10,019.00
MnCCC	15,952.63
Titan Machinery	14,900.00
5 Payments Less Than \$2,000	<u>4,842.40</u>
Total	\$54,945.03

Motion by Klages, seconded by Olson and carried to execute the audit engagement letter with Abdo for the 2022 audit.

Motion by Sandberg, seconded by Athey and carried to approve the 2023 aggregate gravel tax budget with revenues estimated to be \$120,000.

Motion by Zimmel, seconded by Athey and carried to adopt the following resolution:

**2023-03**

BE IT RESOLVED, that the 2023 County Ditch Assessments be established as follows:

<u>Ditch Number</u>	<u>Assessment</u>
2	\$ 20,000
4	\$ 1,000
5	\$ 1,040
8	\$ 20,000
13	\$ 25,000
14	\$ 500
15	\$ 500
16	\$ 7,000
18	\$ 500
19	\$ 1,000
20	\$ 6,000
21	\$ 22,000
30	\$ 11,000

Family Service Director Laura Laub provided an update on Family Service activity and informed the Board that the Provider Participation Agreement with Prime West was signed and executed.

Coordinator Rud presented 2023 Board dates and work session dates. Motion by Athey, seconded by Zimmel and carried to approve the dates.

Motion by Sandberg, seconded by Klages and carried to approve the Job Description for the Benefit/Payroll/Human Resources position at a Grade 11.

Motion by Olson, seconded by Klages and carried to approve the 2023 Operating Guidelines for the Board.

Rud shared information about the upcoming AMC Drainage Conference and the Legislative Conference.

Work session discussion was held on the position of County Attorney and the possibility of changing it to a part-time position so the current County Attorney can also practice law outside of her County position. The question has been sent to Labor Attorney Ann Goering for advisement.

Chairman Olson adjourned the meeting at 9:14 AM.

\_\_\_\_\_  
Brent Olson, Chairman

ATTEST: \_\_\_\_\_  
Pamela Rud, Coordinator