

**RE-ORGANIZATIONAL MEETING OF THE BIG STONE COUNTY BOARD**  
**January 8, 2019**

Commissioners Roger Sandberg and Jay Backer were sworn in by Commissioner Wade Athey in the Courthouse Rotunda along with the other elected County officials. Newly-elected Commissioner Erick Klepel was officially sworn in on December 31, 2018, as he took office on January 1, 2019.

The Big Stone County Board of Commissioners met in the Commissioner's Room at 8:30 AM on Tuesday, January 8, 2019. Chairman Olson called the meeting to order with Commissioners Athey, Backer, Klepel and Sandberg present. Also present were Dillon Dwyer of the Ortonville Independent, Janet Spalinger, Mary Meyer, Mary Gustafson, Legal Assistant Amber Haugen, IT Director Terry Ocaña, HR Director Dawn Gregoire, Family Services Director Pam Rud, County Attorney Joe Glasrud and County Auditor Michelle Knutson. The Pledge of Allegiance followed.

Upon call for nominations for Board Chairman, Commissioner Athey nominated Commissioner Sandberg. Following 3 calls for further nominations, motion by Athey, seconded by Backer and carried to cast a unanimous ballot for Commissioner Sandberg for Chairman. Outgoing Chairman Olson turned the meeting over to newly-elected Chairman Sandberg.

Chairman Sandberg called for nominations for Vice Chairman. Commissioner Olson nominated Commissioner Athey. Following 3 calls for further nominations, motion by Olson, seconded by Backer and carried to cast a unanimous ballot for Commissioner Athey for Vice Chairman.

Motion by Olson, seconded by Backer and carried to approve the minutes of the December 18<sup>th</sup> regular meeting.

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

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 Backer and carried to accept the bid and surety bond of the Ortonville Independent as the official newspaper of the County for 2019. The Northern Star will publish second notices as required by law.

Motion by Olson, seconded by Backer 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 Backer
<b>AMC Public Safety Policy Committee</b> .....	Commissioner Klepel
<b>AMC Transportation &amp; Infrastructure Policy Committee</b> .....	Commissioner Sandberg
<b>Appeals Committee</b> (relating to the Ag Inspector) .....	Commissioners Athey & Olson Backer the alternate
<b>Audit Committee</b> .....	Commissioner Sandberg
<b>Big Stone Area Growth</b> .....	Commissioners Klepel & Backer
<b>Bois de Sioux Watershed District</b> .....	Commissioner Backer
<b>Central MN Emergency Services Board</b> .....	Commissioner Sandberg Klepel the alternate
<b>Citizens for Big Stone Lake</b> .....	Commissioner Sandberg

<b>Communications</b> .....	Commissioner Olson Sandberg the alternate
<b>Counties Providing Technology (CPT)</b> .....	Commissioner Backer 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 & Klepel
<b>Joint Ditch 4 Authority</b> .....	Commissioners Backer, Athey & Olson
<b>Joint Ditch 10/11 Authority</b> .....	Commissioners Sandberg, Athey & Olson
<b>Environmental Committee</b> .....	Commissioners Sandberg & Olson
<b>Extension Committee</b> .....	Commissioners Klepel & 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>Insurance Committee</b> .....	Commissioners Olson
<b>Investment Committee</b> .....	Commissioner Sandberg
<b>IT Committee</b> .....	Commissioner Olson Backer the alternate
<b>Law Library Committee</b> .....	Commissioner Athey
<b>Land Records Committee</b> .....	Commissioner Sandberg
<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 & 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 Backer
<b>Prairie Country RC&amp;D Council</b> .....	Commissioner Backer Sandberg the alternate
<b>Prairie Five Community Action Council</b> .....	Commissioner Athey
<b>Prime West Health Systems</b> .....	Commissioner Olson Sandberg the alternate
<b>Private Industry Council Chief Elected Officials Board</b> .....	Commissioner Backer Olson the alternate
<b>Public Safety Committee</b> .....	Commissioners Klepel & Sandberg
<b>Purchasing &amp; Property Management</b> .....	Commissioners Athey & Sandberg
<b>Red River Basin Commission</b> .....	Commissioner Backer
<b>Safety Committee</b> .....	Commissioner Sandberg & Klepel
<b>Security Committee</b> .....	Commissioners Klepel & Sandberg
<b>Soil &amp; Water Conservation District</b> .....	Commissioner Athey Olson the alternate
<b>Southwest MN EMS</b> .....	Commissioner Backer Klepel 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 & Backer
<b>Upper MN Valley Regional Development Commission (UMVRDC)</b> .....	Commissioner Backer Sandberg the alternate
<b>UMVRDC Revolving Loan Fund (RLF) Advisory Board</b> .....	Commissioner Klepel
<b>WACCO</b> .....	Commissioner Athey Sandberg the alternate
<b>Woodland Centers</b> .....	Commissioner Backer
<b>911 Advisory Board</b> .....	Commissioner Klepel

**Other Committee Members**

<b>AMC Voting Delegates</b> .....	Auditor, Family Services Director & HR Director
<b>Appeals Committee</b> (relating to the Ag Inspector) .....	John Cunningham
<b>Audit Committee</b> .....	Auditor, HR Director, Sharron Bystol, Verden Gerber, Sandy Helgeson & Kristin Taffe
<b>Bois de Sioux Watershed District</b> .....	Engineer
<b>Central MN Emergency Services Board – RAC</b> .....	Sheriff Kandiyohi County the alternate
<b>Central MN Emergency Services Board – EMAC</b> .....	Emergency Management Director (EMD) Deputy EMD the alternate
<b>Environmental Committee</b> .....	Environmental Officer
<b>Extension Committee</b> .....	Lay members as appointed
<b>Insurance Committee</b> .....	Representatives from General, Family Services & Highway
<b>Investment Committee</b> .....	Treasurer, Family Services Director & Engineer
<b>Law Library Committee</b> .....	County Attorney
<b>Land Records Committee</b> .....	IT Director, Treasurer, Environmental Officer, Recorder, Assessor, Engineer & Sheriff
<b>Personnel &amp; Labor Relations Committee</b> .....	HR Director
<b>Planning &amp; Zoning</b> .....	Lay members as appointed
<b>Prairie Waters Regional Tourism</b> .....	Vicki Oakes
<b>Private Industry Council Workforce Council</b> .....	Hillary Henrich
<b>Safety Committee</b> .....	Safety Director, Engineer, Sheriff
<b>Security Committee</b> .....	Judge & Sheriff
<b>Woodland Centers</b> .....	Family Services Director Pam Rud
<b>911 Advisory Board</b> .....	Sheriff, Chief Deputy Sheriff, EMD & Auditor

Commissioners reported on the following committees:

Sandberg – ESB

Athey – Prairie 5

IT Director Ocaña provided information on ensuring the County’s website is ADA compliant. Following discussion, consensus was to revisit this at the next meeting to allow time for further research and clarification on insurance coverage.

Motion by Olson, seconded by Backer and carried to approve the list of depositories for the County as presented by County Treasurer Cindy Nelson.

Treasurer Nelson presented investment information and fund balances for 2017 and 2018 for the Board’s review.

Motion by Olson, seconded by Backer and carried to allow John Haukos’ work cell phone to be transferred to a personal account and to allow Haukos to purchase the device at 50% of new value as recommended by IT Director Ocaña.

Motion by Athey and seconded by Backer to re-appoint David Hills as Chief Deputy as requested by Sheriff Mark Brown. Following discussion on the position and scheduling, motion carried with the Sheriff's agreement to meet with the Personnel Committee to further discuss the position.

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

Association of MN Counties	\$ 5,461.00
Big Stone Area Growth	17,812.50
Big Stone Co Ag Society	24,000.00
Big Stone Co Historical Society	25,000.00
Big Stone SWCD	22,500.00
Bonanza Education Center	5,000.00
Bond Trust Services	323,813.75
City of Browns Valley	2,500.00
City of Graceville	11,500.00
City of Ortonville	10,000.00
Countryside Public Health	34,206.50
Environmental Systems Research	6,616.75
Fidlar Companies	19,595.54
Kibble Equipment	122,800.00
MCCC	2,300.00
Pioneerland Library System	18,824.00
West Con	3,641.75
24 Payments Less Than \$2,000	<u>11,247.49</u>
Total	\$666,819.28

Auditor Knutson reviewed the 2018 ditch loan activity with the Board. Motion by Backer, seconded by Olson and carried to authorize the following internal transactions effective 12/31/18:

General to Ditch		\$ 74,000.00
CD 13	\$65,000	
JD 4	\$ 9,000	
Ditch to General		\$ 52,388.00
CD 8	\$ 3,400	
CD 10/11	\$ 1,560	
CD 14	\$ 104	
CD 20	\$ 1,044	
CD 30	\$22,940	
JD 4	\$ 4,469	
JD 24	\$18,871	

Motion by Olson, seconded by Backer and carried to authorize the following internal transactions effective 12/31/18:

General to Highway	\$ 1,824.30
Ditch to Highway – JD 4	\$ 171.08

Motion by Backer, seconded by Olson and carried to ratify the contract with Hart Intercivic for the new election equipment as executed by Auditor Knutson on December 27, 2018.

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

Motion by Athey, seconded by Olson and carried to approve the 2019 aggregate gravel tax budget with revenues estimated to be \$120,000.

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

**2019-01**

BE IT RESOLVED, that the 2019 County Ditch Assessments be established as follows:

<u>Ditch</u> <u>Number</u>	<u>Assessment</u>
2	\$ 10,000
8	\$ 10,000
13	\$ 12,000
14	\$ 500
15	\$ 500
16	\$ 1,000
17	\$ 500
18	\$ 500
19	\$ 1,000
20	\$ 2,500
30	\$ 10,000

Motion by Athey, seconded by Backer and carried to adopt the following resolutions:

**2019-02**

BE IT RESOLVED by the Big Stone County Board of Commissioners that the County Highway Engineer is hereby instructed to hire such miscellaneous and semi-skilled labor and such machinery and equipment as may from time to time be required at the prevailing rates in the community.

**2019-03**

BE IT RESOLVED by the Big Stone County Board of Commissioners that the County Highway Engineer is hereby authorized to purchase gravel material from various pits at the prevailing rates for graveling and re-graveling the Big Stone County roads.

**2019-04**

WHEREAS the Big Stone County Board of Commissioners recognizes the need to be helpful to cities and townships during an emergency situation or natural disaster.

THEREFORE BE IT RESOLVED by the Big Stone County Board of Commissioners that the County Highway Engineer is hereby authorized and instructed to pay by regular payroll and equipment rental rates up to the amount of \$10,000 for approved labor and equipment assisting cities and townships off of the regular County Road System.

**2019-05**

BE IT RESOLVED by the Big Stone County Board of Commissioners that the County Highway Engineer is hereby authorized and instructed to impose weight and load restrictions as he deems necessary on any or all County Roads and County State Aid Highways pursuant to Chapter 500, Article 4, Section 1, Subdivision 3 of Laws of 1959.

**2019-06**

BE IT RESOLVED by the Big Stone County Board of Commissioners that the County Highway Engineer is hereby authorized to spray weeds and objectionable vegetation in all of the County Ditch Systems without further approval of the County Board of Commissioners so long as expenditures do not exceed \$5,000 for any single County Ditch. This resolution excludes Joint Ditches.

Motion by Olson, seconded by Athey and carried authorizing Auditor Knutson to obtain a county credit card for Sheriff Mark Brown.

Motion by Sandberg, seconded by Olson and carried to execute the Construction Manager at Risk Agreement with Hasslen Construction for the construction of a new Highway Department building.

Prairie 5 representatives, Program Director Ted Nelson and Assistant Director Gayle Jerve, were present to provide an update on Prairie 5 Rides and two new initiatives that will be starting in the near future.

Consultant Jim Mulder provided an update on the organizational study. The final report will be presented at the February 5<sup>th</sup> board meeting.

Chairman Sandberg adjourned the meeting at 10:02 AM.

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Roger Sandberg, Chairman

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