

**REGULAR MEETING OF THE BIG STONE COUNTY BOARD
November 17, 2020**

The Big Stone County Board of Commissioners met via Microsoft Teams at 8:30 AM on Tuesday, November 17, 2020. Chairman Athey called the meeting to order with Commissioners Backer, Klepel, Olson and Sandberg participating. Also online were Dillon Dwyer of the Ortonville Independent, Jeff Klages, County Attorney Joe Glasrud, County Auditor Michelle Knutson and other department heads and staff. The Pledge of Allegiance followed.

There were no items for the work session.

Motion by Olson, seconded by Backer and carried via roll call vote 5-0 to approve the minutes of the November 3rd regular board meeting.

Motion by Sandberg, seconded by Backer and carried via roll call vote 5-0 to approve the agenda. Attorney Glasrud and Commissioner Sandberg publicly thanked the Auditor's Office and election workers for all their work with the recent election.

Commissioners reported on the following committees:

Sandberg – Collaborative; Canvass
 Olson – Countryside; PrimeWest; AMC General Government
 Klepel – Extension
 Backer – AMC District 6; RRB; Personnel; BdSWD; BSAG; Woodland;
 COVID; AMC HHS
 Athey – Extension; Personnel; COVID

Motion by Olson, seconded by Klepel and carried via roll call vote 5-0 to authorize payment of the following claims as presented by Auditor Knutson:

CBS Squared	\$ 2,647.13
CDW Government	6,559.50
CPT	5,652.00
Hasslen Construction	4,404.90
Milbank Winwater Works	2,391.20
Nelson Electric	2,566.25
Ortonville Independent	4,218.07
SafeAssure Consultants	4,973.07
West Con	5,135.36
44 Payments Less Than \$2,000	<u>10,605.47</u>
Total	<u>\$49,152.95</u>

Motion by Sandberg, seconded by Klepel and carried via roll call vote 5-0 to authorize the following internal transactions:

General to Highway	\$ 1,074.46
Ditch to Highway	\$ 6,128.23
County Ditch 2	\$ 633.80
Joint Ditch 4	\$ 825.28
County Ditch 13	\$ 463.85
County Ditch 20	\$ 977.62
County Ditch 21	\$3,227.68

Motion by Backer, seconded by Olson and carried via roll call vote 5-0 to execute the FY 2021 Snowmobile Maintenance Grant Agreement for the Big Stone Lake Area Sno Riders with the MN DNR.

Motion by Sandberg, seconded by Olson and carried via roll call vote 5-0 to ratify the contract with SERVPRO as signed by Facilities Technician Jared Heck.

Discussion was held on the draft letter of support for H.R. 8618, the Local Government Taxpayer Fairness Act, regarding the shortfall of federal funding on land owned by the US Fish & Wildlife Service. Motion by Klepel, seconded by Olson and carried via roll call vote 5-0 to send the letter of support as presented.

Coordinator Pam Rud reported on the discussions that have been held regarding staffing in the Assessor's Office and the option to train Environmental Technician Danny Tuckett as an appraiser. In order to proceed with this plan, it is being recommended that the Environmental Office staff move to 40 hours per week to accommodate the workload. Motion by Olson and seconded by Sandberg to authorize the increase in hours as presented. Coordinator Rud will continue to monitor the need for the increased hours. Motion carried via roll call vote 5-0.

Motion by Sandberg, seconded by Olson and carried via roll call vote 5-0 to approve the updated IT System Administrator job description at a Grade 9 effective 1/1/21 as presented by Coordinator Rud.

Motion by Backer, seconded by Klepel and carried to execute the 3-year Engineer Services Agreement with Stevens County as presented by Coordinator Rud.

Coordinator Rud presented a remote work policy for the Board's approval. Motion by Olson, seconded by Sandberg and carried via roll call vote 5-0 to approve the Telecommuting Policy as presented.

Motion by Olson, seconded by Klepel and carried via roll call vote 5-0 to approve the updated Employee Handbook as presented by HR Director Dawn Gregoire. Gregoire will be holding TEAMS meetings with staff to review the changes.

County Engineer Todd Larson and Maintenance Supervisor Darby Karsky provided an update on the construction of the new highway building. The building is enclosed and they are continuing to work on the interior. However, they are still waiting on the transformer for the electrical.

The following bids were received for the sale of the 1986 Oshkosh:

Chad Sibson	\$6,520
Keith Anderson	\$5,101
John's Auto	\$1,492

Motion by Olson seconded by Sandberg and carried via roll call vote 5-0 to accept the high bid of \$6,520 from Chad Sibson.

The following bids were received for the construction of a new salt shed:

Greystone Construction	\$32,000
Nitz Construction	\$70,000

Motion by Backer, seconded by Klepel and carried to execute the contract with Greystone and authorize Engineer Larson to sign on behalf of the County.

Engineer Larson provided an update on Bentsen Lake. The DNR will be holding an internal review today. Discussion was held on how the results may affect County Ditch 20 landowners. Consensus was to table any action until after the DNR meeting.

Engineer Larson reported that funds have been received from Great River Energy for the easement renewal (\$1,000) and rental for use of the CSAH 6 Property during the powerline project from Ortonville to Johnson (\$4,000 from Sept to April).

Sheriff Mark Brown requested approval to purchase a 2021 Chevy Tahoe for \$37,952 less trade in on a Ford Explorer. Following discussion, motion by Olson, seconded by Klepel and carried via roll call vote 5-0 to authorize the Sheriff to purchase the new vehicle with trade-in. The vehicle will be paid out of the 2021 budget as it will not be in until February.

Motion by Backer, seconded by Sandberg and carried via roll call vote 5-0 to accept the donation of a 2006 Jayco Jayflight camper trailer from Meeker County. This will replace the existing emergency management trailer.

Motion by Olson, seconded by Klepel and carried via roll call vote 5-0 to accept the donation of an Autel Robotics EVO II Dual drone valued at \$10,592 from Frandsen Bank. A policy will have to be drafted and approved prior to using the drone and will require a licensed operator.

Vince Robinson from BSAG presented updated grant amounts. The total the County will be expending totals \$285,520.

Motion by Olson, seconded by Backer and carried via roll call vote 5-0 to approve an additional \$9,015.25 to BSAG for the administration of the grant program using CARES funds. \$1,054 of this amount will be going to the Ortonville EDA for their assistance with the program.

Robinson stated that any unspent funds from the normal appropriation to BSAG will go to their reserves and be addressed in next year's budget request.

Motion by Olson, seconded by Sandberg and carried via roll call vote to close the meeting at 10:12 AM for labor negotiations. The Commissioners, HR Director Gregoire and Coordinator Rud were present during the closed session.

Motion by Backer, seconded by Sandberg and carried via roll call vote to reopen the meeting at 10:43 AM at which time Chairman Athey adjourned the meeting.

Wade Athey, Chairman

ATTEST: _____
Michelle R. Knutson, Auditor