

**REGULAR MEETING OF THE BIG STONE COUNTY BOARD**  
**December 15, 2020**

The Big Stone County Board of Commissioners met in the courtroom at 8:30 AM on Tuesday, December 15, 2020. Chairman Athey called the meeting to order with Commissioners Klepel and Olson present. Commissioners Backer and Sandberg were participating via TEAMS. Also present were Dillon Dwyer of the Ortonville Independent, Jeff Klages, HR Director Dawn Gregoire, Coordinator Pam Rud, IT Director Matt Anderson, County Attorney Joe Glasrud and County Auditor Michelle Knutson. Other department heads and staff were participating via TEAMS. The Pledge of Allegiance followed.

The work session included Coordinator Rud thanking Auditor Knutson for submitting the final report for the CARES funds and Commissioner Sandberg providing an update on his conversations with the US Fish & Wildlife Refuge Manager Scott Simmons regarding extending the trail through the refuge.

Motion by Olson, seconded by Backer and carried via roll call vote 5-0 to approve the minutes of the December 1<sup>st</sup> regular meeting.

Motion by Olson, seconded by Klepel and carried to approve the agenda with the addition of items for Attorney Glasrud.

Commissioners reported on the following committees:

Olson – PrimeWest; Countryside  
Sandberg – HRA  
Backer – COVID; CJI; Probation  
Klepel – Pomme de Terre; RLF  
Athey – COVID; CJI; HRA

Motion by Olson, seconded by Backer and carried via roll call vote 5-0 to finalize the sale of parcel 07-0099-000 to the Graceville Golf Course and authorize the Board Chair to sign a purchase agreement and deed once approved by Attorney Glasrud.

Motion by Sandberg, seconded by Klepel and carried via roll call vote 5-0 to execute the City Attorney contracts for Beardsley, Graceville and Ortonville as requested by Attorney Glasrud.

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:

CDW Government	\$ 2,018.74
City of Graceville	9,690.00
CPT	5,652.00
Harbor Heart Rescue	7,750.00
Marco	8,233.52
Pictometry	18,476.88
SERVPRO	20,000.00
36 Payments Less Than \$2,000	<u>13,717.62</u>
Total	\$85,538.76

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

General to Highway	\$ 1,139.19
Ditch to Highway	\$ 2,947.19

County Ditch 2	\$560.34
Joint Ditch 7	\$315.00
County Ditch 8	\$380.00
County Ditch 13	\$101.37
County Ditch 20	\$750.63
County Ditch 21	\$839.85

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

Motion by Olson, seconded by Klepel and carried via roll call vote 5-0 to approve up to \$2,800 for the Auditor to contract with Abdo, Eick & Meyers for assistance with reviewing processes.

Motion by Sandberg, seconded by Olson and carried via roll call vote 5-0 to authorize the Auditor to pay any claims received by December 31<sup>st</sup> so as to account for them in the current year's business.

Motion by Klepel, seconded by Olson and carried via roll call vote 5-0 to appoint Rosa Olson as the 4-H youth representative on the Extension Committee for a 2-year term.

Environmental Technician Danny Tuckett presented a 2-year contract with Pioneer Public TV to sponsor educational *Prairie Sportsman* video segments that address hands-on aquatic invasive species management. Motion by Backer and seconded by Olson to execute the contract. Commissioner Sandberg also mentioned working with Artie's, which Tuckett will look into. Motion carried via roll call vote 5-0.

Motion by Sandberg, seconded by Klepel and carried via roll call vote 5-0 to adopt the following resolution to approve the submittal of the Bois de Sioux – Mustinka Comprehensive Watershed Management Plan as presented by Tuckett:

**2020-35**

WHEREAS, Big Stone County is a member of the Bois de Sioux - Mustinka Policy Committee per Memorandum of Agreement (MOA); and

Whereas, Big Stone County has been an active participant in the development of the Bois de Sioux - Mustinka Comprehensive Watershed Management Plan (Plan); and

WHEREAS, the Plan encompasses the priorities of Big Stone County within the Bois de Sioux & Mustinka watersheds; and

WHEREAS, Big Stone County is committed to following through with the goals and objectives of the Bois de Sioux - Mustinka Comprehensive Watershed Management Plan; and

WHEREAS, the Bois de Sioux - Mustinka One Watershed, One Plan Memorandum of Agreement states individual member LGUs must make a recommendation to the Policy Committee that the Bois de Sioux - Mustinka Comprehensive Watershed Management Plan be submitted for State approval.

NOW, THEREFORE BE IT RESOLVED, Big Stone County recommends that the Policy Committee of the Bois de Sioux - Mustinka Comprehensive Watershed Management Plan submit the Plan for State approval.

Motion by Olson, seconded by Klepel and carried via roll call vote 5-0 to grant a 1-year extension to Verizon Wireless for their communication tower conditional use permits as presented by Environmental Director Darren Wilke.

County Engineer Todd Larson and Maintenance Supervisor Darby Karsky addressed the DNR's concern with the recent cleanout of County Ditch 2 stating that it is still in process.

Discussion was held on County Ditch 5 and the Highway 12 road project. A landowner informational meeting was set for January 5<sup>th</sup> at 9:30 AM during the board meeting to continue discussions on various options.

Engineer Larson shared a Year in Review power point presentation on the activities of the Highway Department during 2020.

Motion by Olson, seconded by Klepel and carried via roll call vote 5-0 to execute the 1-year AFSME union contracts as presented by HR Director Gregoire.

Motion by Olson, seconded by Sandberg and carried via roll call vote 5-0 to grant all non-union employees the same general wage increase and wage schedule progression that was negotiated for AFSME union employees.

Motion by Sandberg, seconded by Klepel and carried via roll call vote 5-0 to establish the cafeteria amount at \$1,112.60 for all AFSME and non-union employees. Part-time employees' cafeteria amount will be prorated accordingly without the inclusion of the core benefits portion.

Motion by Olson, seconded by Klepel and carried via roll call vote 5-0 to approve 40-hour work weeks for the Assessor's Office effective this pay period as requested by Coordinator Rud.

Chairman Athey reported that he had asked all commissioners to share the amounts they felt each elected official should receive, including commissioners and then he calculated the average amounts.

Motion by Sandberg, seconded by Olson and carried via roll call vote 5-0 to adopt the following resolution:

#### **2020-36**

WHEREAS, M.S. 375.055 provides that county commissioners shall receive annual salaries for services rendered while serving as a county commissioner and may receive per diem payments and reimbursement for necessary expenses.

NOW THEREFORE BE IT RESOLVED, that the 2020 salary of the Big Stone County Board of Commissioners shall be \$15,337.50 and the per diem rate for service on any board, committee or commission or for the performance of services by individual commissioners when required by law shall be \$50 for in-county and \$75 for out-of-county.

Discussion was held on the individual elected officials' salaries. Motion by Backer, seconded by Sandberg to establish the following salaries for elected officials:

Attorney	\$98,351.39
Recorder	\$65,855.96
Auditor-Treasurer	\$98,137.79
Sheriff	\$84,782.00

Motion by Olson, seconded by Sandberg and carried via roll call vote 5-0 to adopt the following resolution:

#### **2020-37**

BE IT RESOLVED that the Big Stone County 2021 budget and levy be established as follows:

GENERAL	HIGHWAY	FAMILY SERVICES	DEBT SERVICE	DITCH	2021 TOTAL
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**REVENUES**

Tax Levy & Aids	\$3,726,587	\$950,000	\$1,038,418	\$136,254		\$5,851,259
Other Taxes	\$8,000	\$155,000				\$163,000
Special Assessments	\$17,000				\$132,048	\$149,048
Licenses & Permits	\$19,750	\$2,000				\$21,750
Intergovernmental	\$695,848	\$4,054,160	\$1,331,242	\$126,644		\$6,207,894
Charges for Services	\$294,340	\$208,000	\$413,400			\$915,740
Fines & Forfeitures	\$750					
Investment Earnings	\$100,000	\$20,000				\$120,000
Miscellaneous	\$249,801	\$36,550	\$29,750			\$316,101
Other Financing Sources	\$5,500	\$266,000		\$60,000		\$331,500
<b>TOTAL REVENUES</b>	<b>\$5,117,576</b>	<b>\$5,691,710</b>	<b>\$2,812,810</b>	<b>\$322,898</b>	<b>\$132,048</b>	<b>\$14,077,042</b>

**EXPENDITURES**

General Government	\$2,528,119					\$2,528,119
Public Safety	\$1,273,813					\$1,273,813
Highway		\$5,691,710				\$5,691,710
Sanitation	\$237,769					\$237,769
Family Services			\$2,812,810			\$2,812,810
Health	\$146,110					\$146,110
Culture & Recreation	\$184,011					\$184,011
Conservation of Natural Resources	\$487,590				\$35,113	\$522,703
Economic Development	\$423,667					\$423,667
Debt Service				\$316,982		\$316,982
<b>TOTAL EXPENDITURES</b>	<b>\$5,281,079</b>	<b>\$5,691,710</b>	<b>\$2,812,810</b>	<b>\$316,982</b>	<b>\$35,113</b>	<b>\$14,137,694</b>

BE IT FURTHER RESOLVED that the scheduled debt service levy in the amount of \$320,138 for the 2015A GO Abatement Bonds is hereby canceled due to sufficient funds on hand as a result of loan payments received from Federated Telephone Cooperative.

BE IT FURTHER RESOLVED that \$60,000 of the scheduled debt service levy in the amount of \$104,101 for the 2019A GO CIP Bonds is hereby canceled due to sufficient funds on hand as a result of wheelage tax.

Chairman Athey adjourned the meeting at 10:06 AM.

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Wade Athey, Chairman

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