

**REGULAR MEETING OF THE BIG STONE COUNTY BOARD**  
**August 7, 2018**

The Big Stone County Board of Commissioners met in the Commissioners' Room at 8:30 AM on Tuesday, August 7, 2018. Chairman Olson called the meeting to order with Commissioners Athey, Backer and Sandberg present. Commissioner Berning was absent. Also present were Dillion Dwyer of the Ortonville Independent, Kate Glasrud, County Attorney Joe Glasrud and County Auditor Michelle Knutson. The Pledge of Allegiance followed.

Motion by Sandberg, seconded by Backer and carried to approve the minutes of the July 17<sup>th</sup> regular meeting.

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

Commissioners reported on the following committees:

Backer – BdSWD; Woodland  
Olson – GIS; DH; PrimeWest  
Sandberg – MSI; Safety; ESB; Museum  
Athey – Prairie 5

Attorney Glasrud reported on recent office activities.

Countryside Public Health Administrator Liz Auch reviewed the agency's 2017 activities.

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

Computer Professionals	\$ 4,269.00
Contech Engineered Solutions	10,646.24
Kandiyohi County Sheriff Dept	32,506.55
Northland Business Systems	3,198.15
Nutrien Ag Solutions	23,532.50
Pro West & Associates	2,896.18
Ridgeview Excavating	3,190.00
West Con	5,466.86
60 Payments Less Than \$2,000	<u>25,350.04</u>
Total	\$111,055.52

Motion by Sandberg, seconded by Backer and carried to authorize the following internal transactions:

General to Highway	\$ 2,065.58
Family Services to Highway	\$ 73.72
Ditch to Highway	\$ 1,064.30
County Ditch 2	\$250.00
County Ditch 8	\$814.30

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 Sandberg and carried to approve and adopt the updated Big Stone County Election Emergency Plan as presented by Auditor Knutson.

Motion by Athey, seconded by Sandberg and carried to approve and adopt the Acceptable Use and Mobile Device policies as presented by IT Director Terry Ocaña.

Section 1500 of the Employee Handbook will be removed and these policies will be incorporated by reference.

Environmental Officer Darren Wilke reported that OHS Trap Shooting Team requested an amendment to their CUP. Without any one from the trap team present to provide additional information, the matter was tabled.

Veterinarian Melissa Nelson and Wanda Berry were present to update the Board on interest in establishing a humane society in Big Stone County or partnering with a neighboring county. The group is considering doing a Facebook survey to gather more information.

Motion by Sandberg, seconded by Athey and carried to adopt the following resolution as presented by CVSO Dan Meyer:

**2018-20**

BE IT RESOLVED that Big Stone County enter into a Grant Contract with the Minnesota Department of Veterans Affairs (MDVA) to conduct the County Veterans Service Office Operational Enhancement Grant Program. The grant must be used to provide outreach to the County's veterans; to assist in the reintegration of combat veterans into society; to collaborate with other social service agencies, educational institutions, and other community organizations for the purposes of enhancing services offered to veterans; to reduce homelessness among veterans; and to enhance the operations of the County Veterans Service Office, as specified in Minnesota Statute 197.608 and Minnesota Laws 2017, Chapter 4, Article 1, Section 38, Subdivision 2. This Grant should not be used to supplant or replace other funding.

BE IT FURTHER RESOLVED that the Chairman and CVSO be authorized to execute the Grant Contract for the above-mentioned Program on behalf of the County.

HR Director Dawn Gregoire reported that Safe Assure has reviewed the Safety Manual and no changes are needed. Motion by Sandberg, seconded by Backer and carried to approve the manual as presented.

Motion by Backer, seconded by Athey and carried to approve the Data Practices Policy as reviewed by Attorney Glasrud. No changes were made.

Motion by Athey, seconded by Backer and carried to approve the hiring of Nicole Albin for the Social Worker position at Grade 10 Step 1 as presented by HR Director Gregoire.

HR Director Gregoire asked if any board members were interested in participating in the 12-week online NACO leadership training. The cost is \$1,495, but the County's share of that would only be \$495. Commissioner Backer expressed interest.

EMD Dona Greiner reviewed recent and upcoming activities of the office.

Motion by Backer, seconded by Sandberg and carried to close the meeting at 10:22 AM pursuant to MS §13D.05, Subd. 3(d). The IT and HR Directors were asked to be present.

Motion by Backer, seconded by Sandberg and carried to reopen the meeting at 10:43 AM.

The remainder of the meeting was a work session to continue discussing the County's strategic plan and the County's 2019 budget. Department heads Gregoire, Martig, Ocaña, Rud, Vold and Wilke were also present for the session. HR Director Gregoire was directed to get a proposal to hire a consultant to assist in an

organizational analysis.

Auditor Knutson reported that the County's 2018 MCIT dividend will be \$47,525 and is allocated as follows: Workers' Compensation \$30,061 and Property/Casualty \$17,464.

Chairman Olson adjourned the meeting at noon.

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

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