

**RE-ORGANIZATIONAL MEETING OF THE BIG STONE COUNTY BOARD**  
**January 2, 2018**

The Big Stone County Board of Commissioners met in the Commissioner's Room at 8:30 AM on Tuesday, January 2, 2018. Chairman Backer called the meeting to order with Commissioners Athey, Berning, Olson and Sandberg present. Also present were Dillon Dwyer of the Ortonville Independent and County Auditor Michelle Knutson. The Pledge of Allegiance followed.

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

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

Motion by Berning, seconded by Sandberg and carried to approve the minutes of the December 19<sup>th</sup> regular meeting.

Motion by Backer, seconded by Berning 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 Sandberg and carried to accept the bid and surety bond of the Ortonville Independent as the official newspaper of the County for 2018. The Northern Star will publish second notices as required by law.

Motion by Athey, seconded by Sandberg 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 Berning
<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 Olson & Backer
<b>Bois de Sioux Watershed District</b> .....	Commissioner Backer
<b>Central MN Emergency Services Board</b> .....	Commissioner Sandberg Berning the alternate
<b>Citizens for Big Stone Lake</b> .....	Commissioner Sandberg
<b>Communications</b> .....	Commissioner Olson Sandberg the alternate
<b>Countryside Public Health</b> .....	Commissioner Berning
<b>Ditches &amp; Roads</b> .....	All Commissioners
<b>Joint Ditch 7/24 Authority</b> .....	Commissioners Olson, Sandberg & Berning
<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 Backer & 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
	Sandberg & Backer the alternates
<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
	Backer the alternate
<b>Pioneerland Library Board</b> .....	Commissioner Sandberg
<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 Berning & Sandberg
<b>Purchasing &amp; Property Management</b> .....	Commissioner Berning
	Sandberg the alternate
<b>Red River Basin Commission</b> .....	Commissioner Backer
<b>Regional Development Commission (RDC)</b> .....	Commissioner Olson
	Sandberg the alternate
<b>Safety Committee</b> .....	Commissioner Sandberg & Berning
<b>Security Committee</b> .....	Commissioners Berning & Sandberg
<b>Soil &amp; Water Conservation District</b> .....	Commissioner Athey
	Olson the alternate
<b>Southwest MN EMS</b> .....	Commissioner Backer
	Berning the alternate
<b>Supporting Hands Nurse Family Partnership</b> .....	Commissioner Berning
	Olson the alternate
<b>Toqua Park Committee</b> .....	Commissioners Athey & Backer
<b>WACCO</b> .....	Commissioner Athey
	Sandberg the alternate
<b>WesMN Revolving Loan Fund</b> .....	Commissioner Backer
<b>Woodland Centers</b> .....	Commissioner Backer

**911 Advisory Board** ..... Commissioner Berning

**Other Committee Members**

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

Consensus was to have Commissioners Olson and Backer continue to serve on the Personnel & Labor Relations Committee until the union contracts are finalized. County Attorney Joe Glasrud arrived at the meeting during committee discussion.

Motion by Athey, seconded by Berning and carried to appoint Mary Larson as the 4-H youth representative on the Extension Committee for a 2-year term.

Commissioners reported on the following committees:

Sandberg – ESB  
Backer – Dept Head  
Olson – Personnel; Pioneerland  
Athey – HRA

Attorney Glasrud provided an update on the upcoming closing for the land purchase for Highway. Motion by Berning, seconded by Backer and carried to execute the Purchase Agreement as presented by Attorney Glasrud.

Motion by Athey, seconded by Berning and carried to execute the county attorney service agreement with the City of Barry as presented by Attorney Glasrud.

IT Director Terry Ocaña provided an update on the safety grant that was received for updating security in the Courthouse. Motion by Sandberg and seconded by Berning to authorize up to \$15,000 for cameras and software and up to \$10,000 for wiring and installation. Following discussion, motion carried.

IT Director Ocaña reported that the County was approved to spend \$22,000 through a regional NG911 grant administered by the Central Minnesota Emergency Services Board. Motion by Sandberg and seconded by Backer to authorize up to

\$20,000 for ProWest to move forward in getting the County's 911 database in compliance. Following discussion, motion carried.

Motion by Sandberg, seconded by Berning and carried to approve a 6-month contract with ProWest for application development for departmental needs pending the approval of Attorney Glasrud's review. IT Director Ocaña reported the contract is for 4 days a month and that the Land Records Committee will reassess every month during the length of the contract.

Countryside Public Health Administrator Liz Auch introduced Megan Boutain, who has joined the agency as a nurse. Auch reviewed a flier on Health Equity and presented statistics on obesity. Boutain led those present in a game called *Making Choices – How will you invest your resources?*

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

Association of MN Counties	\$ 5,266.00
Big Stone Area Growth	11,062.50
Big Stone Co Ag Society	24,000.00
Big Stone Co Historical Society	25,000.00
Big Stone SWCD	17,500.00
Bonanza Education Center	5,000.00
Bond Trust Services	317,213.75
City of Graceville	11,500.00
City of Ortonville	10,000.00
MCCC	7,631.35
Pioneerland Library System	18,275.75
15 Payments Less Than \$2,000	<u>6,612.98</u>
Total	\$459,062.33

Auditor Knutson reviewed the 2017 ditch loan activity with the Board. Motion by Berning, seconded by Sandberg and carried to authorize the following internal transactions effective 12/31/17:

General to Ditch	\$ 39,700.00
CD 14	\$ 100.00
CD 8	\$22,500.00
CD 20	\$ 3,600.00
JD 4	\$13,500.00
Ditch to General	\$ 68,544.00
CD 10/11	\$18,260.00
CD 30	\$12,860.00
JD7	\$ 1,560.00
JD 4	\$ 3,432.00
JD 24	\$32,432.00

Motion by Berning, seconded by Backer and carried to ratify the 2017 acceptance of a \$500.50 donation from the Catholic Area Faith Community for purchase of equipment for the Sheriff's Department.

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

**2018-01**

WHEREAS, M.S. 388.21 requires that the County may provide that the office of the county attorney shall be a full-time position and require that one elected to the office not engage in the private practice of law.

NOW THEREFORE BE IT RESOLVED, that the Big Stone County Board of Commissioners hereby makes the position of County Attorney in Big Stone County a full-time position.

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

**2018-02**

WHEREAS, Minnesota Statutes require a county board to establish the minimum salary for those officials for whom filing for office opens in May; and

WHEREAS, in May of 2018, filings will open for the elected positions of attorney, auditor, recorder, sheriff and treasurer.

THEREFORE, BE IT RESOLVED by the Big Stone County Board of Commissioners, the minimum annual salary for all said positions be hereby established at \$25,000.

Motion by Berning, seconded by Athey and carried to approve the 2018 aggregate gravel tax budget with revenues estimated to be \$120,000.

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

**2018-03**

BE IT RESOLVED, that the 2018 County Ditch Assessments be established as follows:

<u>Ditch Number</u>	<u>Assessment</u>
2	\$ 5,000
4	\$ 17,075 over 5 years
8	\$ 10,000
13	\$ 12,000
14	\$ 500
15	\$ 500
16	\$ 1,000
17	\$ 500
18	\$ 500
19	\$ 1,000
20	\$ 25,283 over 5 years
30	\$ 10,000

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

**2018-04**

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.

**2018-05**

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.

**2018-06**

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.

**2018-07**

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.

**2018-08**

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 \$2,500 for any single County Ditch. This resolution excludes Joint Ditches.

Commissioner Backer presented a letter from the Beardsley First Responders requesting an appropriation for 2018. Following discussion, motion by Athey, seconded by Backer and carried to authorize \$1,000.

Motion by Sandberg, 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 2016 and 2017 for the Board's review.

HR Director Dawn Gregoire requested guidance from the Board on the format for upcoming department head evaluations. Consensus of the Board was to follow the same process as last year. The Board directed Gregoire to schedule planning sessions with each department head beginning in February.

Following a break, a work session was held to review information for setting elected officials' salaries.

Chairman Olson adjourned the meeting at 10:20 AM.

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

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