

**REGULAR MEETING OF THE BIG STONE COUNTY BOARD**  
**February 5, 2019**

The Big Stone County Board of Commissioners met in the Commissioner's Room at 8:30 AM on Tuesday, February 5, 2019. Chairman Sandberg called the meeting to order with Commissioners Athey, Backer, Klepel and Olson present. Also present were Dillon Dwyer of the Ortonville Independent, Jim Mulder, Facilities Technician Jared Heck, HR Director Dawn Gregoire and County Auditor Michelle Knutson. The Pledge of Allegiance followed.

Motion by Backer, seconded by Olson and carried to approve the minutes of the January 22<sup>nd</sup> regular meeting.

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

Commissioners reported on the following committees:

Klepel – AMC Newly Elected Training  
Sandberg – Dept Head; ESB; Collaborative; Food Shelf  
Athey – Fair Board; Prairie 5; Property  
Backer – RDC

Family Services Director Pam Rud and County Attorney Joe Glasrud arrived at the meeting during committee reports.

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

Bonanza Education Center	\$ 3,000.00
Kandiyohi County Sheriff Dept	3,782.00
Ortonville Independent	2,771.27
RDO Equipment	271,097.15
Revize	3,800.00
27 Payments Less Than \$2,000	<u>9,041.41</u>
Total	\$293,491.83

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

General to Highway	\$ 1,660.67
Family Services to Highway	\$ 31.41

Commissioner Athey stated that the County will be receiving a request from Swift County to send another letter of support for the prison in Appleton.

Facilities Technician Heck was directed to get two quotes for the paving of the parking lot by Family Services and will bring them back to the next meeting. Heck presented a proposal from Pro-Tech for replacing the gutter system on the courthouse in the amount of \$20,880. Motion by Sandberg, seconded by Olson and carried to accept the proposal and authorize the repair.

County Assessor Sandy Vold and Deputy Assessor Barb Amundson arrived at the meeting.

Motion by Athey, seconded by Backer and carried to accept the resignation of Financial Worker Crystal Ervin as presented by HR Director Gregoire.

Motion by Backer, seconded by Athey and carried authorize HR to proceed with filling the position.

Motion by Klepel, seconded by Backer and carried to execute the SSTS Grant Agreement as presented by Environmental Services Director Darren Wilke and appoint Wilke as the County's authorized representative. The grant includes \$18,600 for administration and \$30,009 for low income grants.

Discussion was held on enforcement of the Minnesota Accessibility Code for zoning. Motion by Olson, seconded by Sandberg and carried to update the fee schedule to include all costs associated with accessibility code review and inspection by a certified building inspector for new commercial or public use structures.

IT Director Terry Ocaña, EMD Dona Greiner and County Recorder Elaine Martig arrived at the meeting.

Consultant Jim Mulder presented his final report on the organization study that he completed for the County. His recommendations include establishing a central administration and creating an administrative services team and a finance and land records team. Mulder also is recommending the combination of the Auditor and Treasurer positions that would be effective at the end of the current term. The complete report is on file in the Auditor's Office.

Chairman Sandberg adjourned the meeting at 10:35 AM.

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Roger Sandberg, Chairman

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