

This is a preliminary draft of the April 6, 2021, minutes as interpreted by the Clerk of the Board for use in preparing the official minutes. It is expected that there will be corrections, additions, and/or omissions before the final minutes are reviewed and officially approved by the County Board.

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The Board of County Commissioners of Fillmore County, Minnesota met in special session this 6<sup>th</sup> day of April, 2021, at 9:00 a.m. in the Commissioners' Board Room, Fillmore County Courthouse, in the City of Preston.

The following members were present: Commissioners Marc Prestby, Larry Hindt, Randy Dahl, Mitch Lentz and Duane Bakke; Bobbie Hillery, Administrator/Clerk; Melissa Hammell, Assistant County Attorney; Karen Reisner, Fillmore County Journal.

Also, present via WebEx: Doug Lind and Aaren Mathison, Fillmore County Fair Board members; Lori Affeldt, Finance; John DeGeorge, Sheriff; Jessica Erickson, Public Health; Ron Gregg, Highway; Kristina Kohn, Human Resources; Kevin Olson, Social Services; Cristal Adkins, Zoning; Chris Hahn, CEDA; Kristi Ruesink, Accounting Technician; Lindsie Engle, Accounting Technician; Bonita Underbakke and Tom Kaase.

The Pledge of Allegiance was recited.

On motion by Hindt and seconded by Lentz, the Board unanimously approved the following Consent Agenda:

1. March 23, 2021 County Board minutes
2. Approve the following street closures for the 2021 Preston Trout Days as approved by Sheriff DeGeorge, Building Maintenance Supervisor Schultz and Engineer Gregg
  - a. CSAH #12 from Houston Street to St. Anthony St. From 3:30 pm – 5:30 pm on Saturday, May 15<sup>th</sup> (Grand Parade)
  - b. CSAH #17 from Hwy 52 to River St. from 3:30 pm – 5:30 pm on Saturday, May 15<sup>th</sup> (Grand Parade)
  - c. The use of both east and west Courthouse parking lots from 6:00 am – 8:00 pm Saturday, May 18 (Preston Pop-Up Market)
3. Approve unpaid administrative leave for Tara Kraling, Accounting Technician, effective approximately 4/2/2021 as recommended by the County Administrator

On motion by Bakke and seconded by Prestby, the Board unanimously approved the Commissioners' Warrants. Bakke questioned the warrant for Verizon Wireless for the elections asking if we need to pay that amount year round.

The Finance Department warrants were reviewed.

Doug Lind and Aaren Mathison, Fillmore County Fair Board members gave the annual update regarding the 2021 Fillmore County Fair and thanked the Board for the Fair Board appropriation.

Jessica Erickson, Director of Nursing was present.

On motion by Bakke and seconded by Hindt, the Board unanimously approved the contractual agreement with Sarah Hall for telecommuting.

Erickson gave a brief update regarding the Covid-19 Vaccinations. Chair Dahl thanked Erickson and the entire Public Health Department.

Sheriff John DeGeorge was present.

DeGeorge noted that the Jail Needs Assessment committee is finalizing the data and putting together a recommendation for the Board. The first version of a YouTube presentation to be used as public outreach was shared with the Board.

The Citizen's Input portion of the meeting opened and closed at 9:41 a.m. as no one was present to speak.

Melissa Hammell, Assistant County Attorney was present.

On motion by Bakke and seconded by Prestby, the Board unanimously approved a Memorandum of Understanding between Fillmore County and Three Rivers Restorative Justice.

Ron Gregg, Highway Engineer was present.

On motion by Lentz and seconded by Bakke, the following resolution was unanimously adopted:  
**RESOLUTION 2021-019:** final payment City of Wykoff Project SAP 023-605-035

Cristal Adkins, Zoning Administrator was present.

On motion by Bakke and seconded by Prestby, the following resolution was unanimously adopted:  
**RESOLUTION 2021-020:** changes to the Fillmore County Sub-surface Sewage Treatment Systems Ordinance

Kristina Kohn, Human Resources was present.

On motion by Lentz and seconded by Hindt, the Board unanimously approved the second reading as the final version of the Insurance and Other Benefits policy.

On motion by Bakke and seconded by Hindt, the Board unanimously approved the request to hire replacement Shop Foreman effective 5/6/2021 in accordance with Local #49 contract as recommended by the County Engineer.

On motion by Bakke and seconded by Lentz, the Board unanimously approved to lay the following motion on the table:

*On motion by Bakke and seconded by Hindt, the Board unanimously approved the request to hire replacement Shop Foreman effective 5/6/2021 in accordance with Local #49 contract as recommended by the County Engineer.*

On motion by Bakke and seconded by Lentz, the Board unanimously approved the request to amend the agenda to request a review of the Shop Foreman and Head Mechanic Grade and Title review.

On motion by Bakke and seconded by Lentz, the Board unanimously approved the request to send job description, grade and title review to David Drown & Associates for Shop Foreman and Head Mechanic positions.

On motion by Prestby and seconded by Lentz, the Board unanimously approved the request to retire for Sarah Mensink, Accounting Technician, effective 7/1/2021 and thanked her for her 5 years of service to Fillmore County.

On motion by Bakke and seconded by Lentz, the Board unanimously approved the request to advertise for replacement Accounting Technician in the Finance Department as requested by the Finance Director and recommended by the Personal Committee.

Commissioner Prestby inquired as to the status of the Auditor/Treasurer position. Hillery noted that they have received applications and are reviewing them and will report back to the Board in an upcoming meeting.

Bobbie Hillery, Administrator was present.

Discussion ensued regarding the emergency declaration and the necessity of the declaration. Commissioner Bakke suggested that we review our Continuity of Operations Plan (COOP) overall.

On motion by Prestby and seconded by Hindt, the following resolution was unanimously adopted:

**RESOLUTION 2021-021:** continuation of Emergency Declaration

A review of the calendar was done with the following committee reports and announcements given: Prestby-Solid Waste; Bakke-Wellness/Activity, Veteran's Home funding; Hindt-EDA, Lentz: Wellness/Activities, EDA, State Emergency Communication, E911, AMC, Jail Assessment.

On motion by Hindt and seconded by Dahl, the Chair adjourned the meeting at 10:37 a.m.