

This is a preliminary draft of the May 25, 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.

The Board of County Commissioners of Fillmore County, Minnesota met in special session this 25th day of May, 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, and Duane Bakke; Bobbie Hillery, Administrator/Clerk; Jason McCaslin, County Assessor; Jessica Erickson, Director of Nursing; Pam Schroeder, Accounting Technician; Ron Gregg, Highway; Brent Kohn, Highway; Kristina Kohn, Human Resources; Mark Dean, Pheasants Forever; and Karen Reisner, Fillmore County Journal.

Also, present via WebEx: Commissioner Mitch Lentz; Cristal Adkins, Zoning; Lori Affeldt, Finance; Kristi Ruesink, Accounting Technician; Lindsie Engle, Accounting Technician; Sarah Mattes, SHE; Chris Hahn, CEDA; Brandon Schad, DNR; Anne Koliha, SWCD; Melissa Underwood, SEH; Sheriff Jon DeGeorge; Bonita Underbakke, and Tom Kaase.

The Pledge of Allegiance was recited.

On a motion from Hindt and seconded by Prestby, the Board unanimously approved the Agenda.

On a motion from Hindt and seconded by Bakke, the Board unanimously approved the following Consent Agenda:

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On a motion from Prestby and seconded by Hindt, the Board unanimously approved the Commissioners' Warrants.

The Finance Department warrants were reviewed.

Brandon Schad, DNR was present. On a motion from Bakke and seconded by Hindt, the Board unanimously approved Resolution 2021-025 from Pheasants Forever (Tri-County chapter) to purchase approximately 15 acres of native prairie and wetland for addition to the Beaver Creek Wildlife Management Area.

Jason McCaslin, County Assessor was present.

On a motion from Bakke and seconded by Hindt, the Board unanimously approved the request to purchase updated GIS tool from Pro-West & Associates in the amount of \$1,302.05 with an annual maintenance fee of \$850.00 per year.

The Citizen's Input portion of the meeting opened and closed at 9:35 a.m.

Jessica Erickson, Director of Nursing was present.

On a motion from Lentz and seconded by Bakke, the Board unanimously approved the purchase of 10 sit-stand desks in the amount of \$8,500.00 from Beckley's Office Products.

On a motion from Prestby and seconded by Hindt, the Board unanimously approved the purchase of 20 office chairs in the amount of \$9,463.00 from Schmidt Goodman Office Products, Inc.

Ron Gregg, Highway Engineer and Brent Kohn, Highway Maintenance Supervisor were present.

On a motion from Bakke and seconded by Hindt, the Board unanimously approved the Airport Coronavirus Response Grant in the amount of \$13,000.00 by federal reimbursement.

On a motion Bakke and seconded by Hindt, the Board unanimously approved Work Order #3 with SEH for T Hangar construction administration in the amount of \$95,300.00.

2021 - 2024 MNDOT construction map was provided by Commissioner Bakke.

Highway report was given by Commissioner Bakke. Bakke gave an overview of the recently completed and upcoming projects. The right of way weed spraying program was also discussed.

The Chair recessed the meeting at 10:06 a.m. and resumed back in session at 10:14 a.m.

Kristina Kohn, Human Resources was present.

Human Resources Officer Kohn presented the first reading of the ID Card policy. She will bring the policy back for a second reading.

Human Resources Officer Kohn presented the first reading of the Purchasing by Credit Card policy. She will bring the policy back for a second reading.

Human Resources Officer Kohn presented the first reading of the Reimbursed Expenses policy. She will bring the policy back for a second reading.

On a motion from Bakke and seconded by Hindt, the Board unanimously approved to hire Brooke Harmening as a replacement Accounting Technician for Finance effective 6/1/2021 at Grade 7/Step 1 at \$21.55 per hour per the hiring committee.

On a motion from Bakke and seconded by Hindt, the Board unanimously approved to transfer Sarah Kohn from Property Appraiser to Accounting Technician in the Auditor-Treasurer Department effective 6/7/2021 at Grade 7/Step 1 at \$21.55 per hour.

On a motion from Bakke and seconded by Prestby, the Board unanimously approved to advertise for replacement Property Appraiser.

On a motion from Hindt and seconded by Bakke, the Board unanimously approved to transfer Gretchen Schwichtenberg from Office Support Specialist, Sr. to Child Support Officer effective 6/1/2021 at Grade 9/Step 1 at \$23.50 per hour.

On a motion from Hindt and seconded by Prestby, the Board unanimously approved to advertise internally and externally simultaneously for replacement Office Support Specialist, Sr.

On a motion from Bakke and seconded by Hindt, the Board unanimously approved to extend Phased Retirement Agreement with Deb Jeffers, Paralegal effective 6/1/2021 for one (1) year.

Bobbie Hillery, Administrator/Clerk was present.

On a motion from Hindt and seconded by Prestby, the Board unanimously approved resolution 2021-024 Snowmobile Trail Agreements with Minnesota DNR.

Hillery noted for the Feedlot/ Zoning Technician/ GIS that GIS is contracted with Schneider Geospatial with the existing contract. Commissioner Bakke noted that the SWCD will temporarily take on the feedlot piece and that zoning

administrator, Adkins, is working to use contractors for septic inspections and soil verifications. It was noted that this is for temporary coverage and a request to hire will be coming back before the board.

Hillery provided a review of the existing website with changes regarding added EDA features. She noted that the only request at this time that was unable to be implemented is the buildings for sale and business listing.

A review of the calendar was done with the following committee reports and announcements given: Prestby/ Bakke- Highway Department (fuel system estimate for above ground replacement was high. Will work to budget in for the future); Bakke- SWCD (feedlot, weed spraying, and well sealing), Historical Society (attendance for April was the best they have seen), Fillmore County Task Force, Jail Needs, New DFO Executive Director; Hindt- Public Health; Dahl- Community Services.

District 9 AMC Meeting is June 7th at the Lanesboro Community Center.

On a motion from Prestby and seconded by Hindt, the Chair adjourned the meeting at 11:00 a.m.