

This is a preliminary draft of the June 22, 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 22nd day of June, 2021, at 3:00 p.m. in the Commissioners' Board Room, Fillmore County Courthouse, in the City of Preston.

The following members were present: Commissioners Mitch Lentz, Marc Prestby, Larry Hindt, and Randy Dahl; Bobbie Hillery, Administrator/Clerk; John DeGeorge, Sheriff; Pam Schroeder, Highway/ Airport; Darrel Schmitt, Engineering Supervisor; Cristal Adkins, Zoning Administrator; Jessica Erickson, Director of Nursing; Kristina Kohn, Human Resources Officer; and Karen Reisner, Fillmore County Journal.

Also, present via WebEx: Duane Bakke, Commissioner; Tara Kraling, Accounting Technician; Lindsie Engle, Accounting Technician; Jason McCaslin, County Assessor; Bonita Underbakke, and Tom Kaase.

The Pledge of Allegiance was recited.

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

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

- 1. June 8, 2021 County Board minutes
- 2. Emergency Management 2021 Fair Tower request
- 3. Isle of Dreams gambling license
- 4. 2021 Sheriff Boat & Water Contract Grant
- 5. One night stay for Accounting Technician, Assessor's Office in St. Cloud, MN for MAAP

On a motion from Bakke and seconded by Hindt, the Board unanimously approved to remove any warrants with the department code for extension until it is verified that the funds have been allocated for those accounts.

On a motion from Bakke and seconded by Lentz, the Board unanimously approved the remaining Commissioners' Warrants.

The Finance Department warrants were reviewed.

Jessica Erickson, Director of Nursing was present.

On a motion from Hindt and seconded by Prestby, the Board unanimously approved the request to purchase with the Public Health COVID grant the following; Paper Folder in the amount of \$1795.75, 40 guest chairs for a total cost of 5,448, Paper Shredder in the amount of \$2,697 and electrical outlet work from Haakenson Electric in the amount of not to exceed \$1,500.

Pam Schroeder, Highway/ Airport Department and Darrell Schmitt, Engineering Supervisor were present.

On a motion from Prestby and seconded by Hindt, the Board unanimously approved the request to advertise bridge replacement project SAP 023-629-010 in Newburg Township.

On a motion from Hindt and seconded by Bakke, the Board unanimously awarded the replacement of Bridge No. 7979 on CSAH 15.

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

**RESOLUTION 2021-028:** final payment for CSAH 6 bridge replacement.

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

**RESOLUTION 2021-029:** final payment for CSAH 23 bridge replacement.

On a motion from Prestby and seconded by Lentz, the Board unanimously approved AWOS relocation contingent on the Commissioners and staff from the Airport Committee working with the consultant in regards to rewording the contract language in regards to the location.

Marc Prestby gave an update from the Highway Committee meeting with the updated 2021 projects.

Citizens' input was open and closed at 3:31 p.m.

Cristal Adkins, Zoning Administrator was present.

On a motion from Bakke and seconded by Prestby, the Board unanimously approved the access permit to relocate existing access for Dominic Crawford & Caleb Short, section 32 of Fountain Township.

On a motion from Bakke and seconded by Lentz, the Board unanimously approved the access permit to relocate existing access for Aaron Burkholder, section 27 of Bristol Township upon review of permit specifications with Ron Gregg.

On a motion from Prestby and seconded by Lentz, the Board unanimously approved the access permit for a new drive for Dairyland Power Cooperative Service Center, section 10 of Harmony Township.

Kristina Kohn, Human Resources was present.

On a motion from Lentz and seconded by Hindt, the Board unanimously approved the annual job descriptions with requests that the Property Appraiser position coming back with both a tiered approach option as well as the original position option.

On a motion from Lentz and seconded by Hindt, the Board unanimously approved to change Sydney Gilbert to 0.8 effective 6/22/21.

On a motion from Bakke and seconded by Lentz, the Board unanimously approved to promote Aimee Rodgers to PHN effective 6/25/21.

On a motion from Lentz and seconded by Hindt, the Board unanimously approved the temporary 3 month trial for Lexi Hall from 1.0 FTE to 0.9 FTE effective 6/25/2021.

On a motion from Lentz and seconded by Prestby, the Board unanimously approved the recertification with no changes of the EEO/AA policy.

On a motion from Hindt and seconded by Lentz, the Board unanimously approved the recertification with no changes of the Pre-Employment Examinations Policy.

On a motion from Lentz and seconded by Hindt, the Board unanimously approved the recertification with no changes of the Employee Performance Evaluations Policy.

On a motion from Prestby and seconded by Lentz, the Board unanimously approved the request to hire Donald Lind as replacement Mechanic, at Grade 11/Step 3 effective 7/6/21.

On a motion from Hindt and seconded by Prestby, the Board unanimously approved the resignation for Kristina Kohn, Human Resources Officer, effective 7/16/21. The board offered a very sincere thank you for her 10 years of service to Fillmore County.

A motion was made by Prestby and seconded by Bakke, to advertise internally for replacement Human Resources Officer. Motion failed with the following vote: "Aye" – Bakke, Prestby and "Nay" – Dahl, Lentz and Hindt.

Discussion ensued regarding the option of an Assistant Administrator/HR Officer option, how to advertise for the position and varying options.

A motion was made by Lentz and seconded by Hindt, to send the request to David Drown to provide an option for Assistant Administrator/HR Officer position for a job description and pay classification.

Discussion ensued regarding the need to fill the current position.

Lentz and Hindt withdrew their previous motion.

On motion from Bakke and seconded by Prestby, the Board unanimously approved to reconsider the original motion to advertise internally for the replacement Human Resource Officer.

The original motion was approved unanimously.

On a motion from Bakke and seconded by Prestby, the Board approved to hire Blake Lea as intermittent Septic Inspector at the rate of \$31.05, as requested by the Zoning Administrator. The following vote was taken "Aye" – Dahl, Hindt, Bakke, and Prestby and "Nay" – Lentz.

Bobbie Hillery, Administrator/Clerk was present.

Administrator Hillery presented a first reading of Internet Security Policies. The board had no changes and the policies will be brought back for a second reading.

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

**RESOLUTION 2021-030:** Performance Goals for 2022.

At 4:55 p.m., Chair Dahl closed the meeting pursuant to 13D.03 for the 2022 LELS labor contract strategy session.

Present for the closed session: Commissioners Mitch Lentz, Marc Prestby, Larry Hindt, and Randy Dahl; Bobbie Hillery, Administrator/Clerk; and Kristina Kohn, Human Resources Officer.

Present via web-ex for the closed session: Commissioner Bakke

At 5:08 p.m., Chair Dahl opened the Special Board Meeting.

Administrator Hillery noted that during closed session the Board authorizes Administrator Hillery and Human Resource Officer Kohn to meet with the LELS union representatives to review the 2022 requests.

On a motion from Prestby and seconded by Hindt, the meeting was adjourned at 5:09 p.m.