

This is a preliminary draft of the July 6th, 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 6th day of July, 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; Kristina Kohn, Human Resources Officer; Michelle Olson, Theresa Small, Kari Berg, Angela Lange, Dodge-Fillmore-Olmsted Corrections; Sara Monroe, Victim Services; Cristal Adkins, Zoning Administrator; Bonita Underbakke; and Karen Reisner, Fillmore County Journal.

Also present via WebEx: Tara Kraling, Accounting Technician; Lori Affeldt, Finance Director; Christy Smith, Accounting Technician; Kristi Ruesink, Accounting Technician; Jason McCaslin, Assessor; Chris Hahn, CEDA; Jessica Erickson, Director of Nursing; and Ron Gregg, Highway Engineer.

The Pledge of Allegiance was recited.

On motion by Lentz and seconded by Bakke, the agenda with amended with an addition of the bank resolution update was unanimously approved.

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

1. June 22, 2021 County Board minutes
2. Coffee Street East closure in Lanesboro - Saturday, July 17th, 2021; 7am-5pm

On motion by Bakke and seconded by Prestby, the Board unanimously approved the Commissioner's Warrants.

The Finance Department warrants were reviewed.

Michelle Olson, Kari Berg and Theresa Small, Dodge-Fillmore-Olmsted Corrections were present.

On motion by Bakke and seconded by Prestby, the Board unanimously approved the Proclamation to honor Community Corrections professionals for Pretrial, Probation, and Parole Supervision Week July 18th – 24th. The board expressed thanks and congratulations for all of the success that has been achieved.

Kristina Kohn, Human Resources was present.

On motion by Hindt and seconded by Bakke, the Board unanimously approved the request to change status for Stephanie Miner, Jailer, from FTE to intermittent effective 7/6/2021.

On motion by Prestby and seconded by Bakke, the Board unanimously approved the request to promote Sarah Peck, intermittent Jailer, to Full Time Jailer effective 7/9/2021.

On motion by Bakke and seconded by Lentz, the Board unanimously approved the recommendations from David Drown for the Finance Director position to move from Grade 16 to a Grade 15 on the non-union pay scale.

On motion by Bakke and seconded by Lentz, the Board unanimously approved the recommendations from David Drown for the Auditor/ Treasurer position from Grade 16 to a Grade 15 on the non-union pay scale.

On motion by Hindt and seconded by Lentz, the Board unanimously approved to develop a two tier option for the Property Appraiser positions with Grade 9 for any recently hired staff up through AMA certification and Grade 10 for the SAMA certification.

On motion by Bakke and seconded by Lentz, the Board unanimously approved the recommendations from David Drown for the Lead Fiscal Officer Position in Community Services from Grade 10 to Grade 12.

The Citizen's Input portion of the meeting opened and closed at 9:40 a.m. as no one was present to speak.

On motion by Bakke and seconded by Lentz, the Board unanimously approved the request to appoint current employee Christy Smith to Auditor/Treasurer at Grade 15/Step 1 effective 7/9/21, as recommended by the Personnel Committee.

On motion by Bakke and seconded by Hindt, the Board unanimously approved the request to hire Lindsie Engle as replacement Human Resources Officer at Grade 12/Step 1 effective 7/19/2021, as recommended by the hiring committee.

On motion by Prestby and seconded by Lentz, the Board unanimously approved the request to advertise for replacement Accounting Technician in Administration internally and externally simultaneously.

On motion by Bakke and seconded by Hindt, the Board unanimously approved a language change regarding septic inspection certification from "required" to "desired, but not required" to the Zoning Administrator job description and send to David Drown for classification.

Board consensus was to bring back the Paid Time Off policy as a second reading.

The Board again considered the first reading of draft changes to Mileage Reimbursement and Travel policy. It was noted that this policy has been brought back for four first readings with the 50% mileage reimbursement if a County vehicle is available but not used. The Board did not want to make any changes at this time. Hillery noted that the policy is not being updated based upon the Board not wanting to approve any changes to verify that numerous attempts have been made to update this policy.

Board consensus was to bring back the Personal Appliance policy as a second reading.

On motion by Bakke and seconded by Hindt, the Board unanimously approved the resignation for Casey Patten, Property Appraiser, effective 7/21/21 and expressed their thanks for one year of service.

On motion by Hindt and seconded by Prestby, the Board unanimously approved the request to hire a replacement Property Appraiser from the current posting.

On motion by Bakke and seconded by Lentz, the Board unanimously approved the request to hire Mike Frauenkron as intermittent Inspector, at the rate of \$31.05, as requested by the Zoning Administrator.

Bobbie Hillery, Administrator was present.

On a motion from Lentz and seconded by Hindt, the Board unanimously accepted the 2nd reading as the final version of Internet Security Policies.

On a motion from Lentz and seconded by Bakke, the Board unanimously approved to move forward with the process and state statute requirements to seek public input regarding the transition from an elected Recorder position to an appointed Recorder position.

The Board reviewed the Emergency Declaration and determined that they would no longer need an Emergency Declaration in place.

On a motion from Bakke and seconded by Prestby, the Board unanimously approved to update the signatures with F&M Bank per the resolution and addendum A:

RESOLUTION 2021-032: Bank Account Signatures Update and Addendum A

A review of the calendar was done with the following committee reports and announcements given:

Bakke: AWOS location, update of Planning Commission meeting to 7:00 p.m. on July 22nd, rather than July 15th.

Hindt/Lentz: EDA update

On motion by Lentz and seconded by Prestby, the Chair adjourned the meeting at 10:46 a.m.