

This is a preliminary draft of the January 4, 2022, 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 annual session this 4<sup>th</sup> day of January, 2022, at 9:00 a.m. in the Commissioners' Board Room, Fillmore County Courthouse, in the City of Preston.

The following members were present: Commissioners Duane Bakke, Marc Prestby, Larry Hindt, Randy Dahl and Mitch Lentz. Also present were: Bobbie Hillery, Administrator/Clerk; Lindsy Engle, Human Resources Officer; Julia McCaslin, Account Technician; Jason Marquardt, Veteran's Services; Ron Gregg, Highway Engineer; John DeGeorge, Sheriff; Christy Smith, Auditor/Treasurer; Drew Hatzenbihler, Solid Waste Administrator; Jessica Erickson, Director of Nursing; Kevin Olson, Social Services Director; Lance Boyum, Chief Deputy; Jason McCaslin, Assessor; Brett Corson, County Attorney; Matt Hilgart, AMC Representative; Representative Greg Davids; Senator Jeremy Miller; Joel Thoreson; Nick Prestby; Bonita Underbakke; and Karen Reisner, Fillmore County Journal.

Present by WebEx: David Kiehne, County Recorder; Chris Hahn, EDA Director; Matt Freeman, AMC Representative; Brian Martinson, AMC Representative; Angie Thies, AMC Representative and Tom Kaase.

Administrator Hillery called the annual meeting to order pursuant to Minnesota Statutes.

The Pledge of Allegiance was recited.

A motion by Dahl seconded by Hindt to nominate Commissioner Mitch Lentz as Chair of the Fillmore County Board of Commissioners for 2022.

On motion by Bakke and seconded by Prestby, the Board unanimously approved to cease nomination and cast a unanimous ballot to elect Commissioner Mitch Lentz as Chair of the Fillmore County Board of Commissioners.

A motion by Dahl and seconded by Prestby, to nominate Commissioner Larry Hindt as Vice Chair of the Fillmore County Board of Commissioners for 2022.

On motion by Bakke and seconded by Lentz, the Board unanimously approved to cease nomination and cast a unanimous ballot to elect Commissioner Larry Hindt as Vice Chair of the Fillmore County Board of Commissioners.

On motion by Prestby and seconded by Hindt, the Board unanimously approved the Amended Agenda that added one additional Commissioner Warrant.

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

1. Approve December 21, 2021 County Board minutes
2. Overnight stay (3 nights) for two Auditor/Treasurer staff members to attend annual MACO conference, February 15-17
3. Request approval for two Property Appraisers to attend overnight licensure course, MAAO Mass Appraisal. Course dates: January 31<sup>st</sup> – February 4<sup>th</sup>

On motion by Prestby and seconded by Hindt, the Board unanimously approved the Commissioners' Warrants. The Finance Department warrants were reviewed.

Christy Smith, Auditor/Treasurer was present.

**FILLMORE COUNTY COMMISSIONERS' MINUTES**

**January 4, 2022**

On motion by Bakke and seconded by Hindt, the Board unanimously approved the updated 2022 Fee Schedule.

On motion by Dahl and seconded by Bakke, the Board unanimously approved the **RESOLUTION 2022- 001:** to apply for 2022 Help America Vote Act (HAVA) Grant.

Ron Gregg, County Engineer was present.

Gregg requested approval to contract with Joel Thoreson as the Fillmore County Surveyor, Gregg discussed Thoreson's work background and terms of the contract. He noted that the County Attorney has reviewed the agreement and the resolution as presented.

On motion by Bakke and seconded by Prestby, the Board approved the Professional Service Contract between Fillmore County and Joel Thoreson for Surveyor Services.

On motion by Dahl and seconded by Hindt, the Board unanimously approved the **RESOLUTION 2022-002:** to appoint Joel Thoreson to the position of Fillmore County Surveyor for a four year term.

The Citizen's Input portion of the meeting was opened and closed at 9:38 a.m.

Lindsi Engle, Human Resources Officer was present.

Engle requested approval of David Drown and Associates for ongoing annual maintenance of the Compensation Plan for Fillmore County employees. Engle noted this helps keep our wages current and fair. The last study was in 2018 with a cost of \$33,750. It was noted that the cost seems high since the entire plan was done just three years ago and asked if the rate can be adjusted. Engle will bring it back after working with the consultant.

On motion by Dahl and seconded by Hindt, the Board unanimously approved the resignation of Ashley Rinn, Social Services Case Aide.

Hillery explained the history of the position that was held by Ms. Rinn noted that it was a licensure position that a Social Worker used to hold and that the State encouraged it to be filled with a Social Worker again. She noted that currently one of Social Workers has taken on the Foster Care pieces within the last few months and due to urgency will take on the child care licensing as well.

On motion by Bakke and seconded by Dahl, the Board unanimously approved the request to inquire interest from the current Social Worker hire list for replacement of the open position due to the resignation.

On motion by Dahl and seconded by Hindt, the Board unanimously approved the resignation of Jessica Paulson, Custodian, with thanks for her nine years of service.

Bobbie Hillery, Administrator was present.

On motion by Dahl and seconded by Prestby, the Board unanimously approved the **RESOLUTION 2022- 003:** Dedicate a portion of tax forfeiture receipts to parks in accordance with MS282.08

On motion by Dahl and seconded by Hindt, the Board unanimously approved the 2022 regular County Board meeting day and time, along with schedule of meetings including Board of Appeal and Equalization and Truth in Taxation as listed below: (R references the regular meeting of the month and S references a special meeting)

January 4th	9:00 a.m.	R
January 11th	9:00 a.m.	S

**FILLMORE COUNTY COMMISSIONERS' MINUTES****January 4, 2022**

January 25th	9:00 a.m.	S	
February 1st	9:00 a.m.	S	
February 8th	9:00 a.m.	R	
February 22nd	9:00 a.m.	S	
March 1st	9:00 a.m.	S	
March 8th	9:00 a.m.	R	
March 22nd	9:00 a.m.	S	
April 5th	9:00 a.m.	S	
April 12th	9:00 a.m.	R	
April 26th	9:00 a.m.	S	
May 3rd	9:00 a.m.	S	
May 10th	9:00 a.m.	R	
May 24th	9:00 a.m.	S	
June 7th	9:00 a.m.	S	
June 14th	3:00 p.m.	R	Board of Appeal & Equal. Hearing at 6:30 p.m.
June 21st	9:00 a.m.	S	ONLY NECESSARY IF CONTINUATION HEARING NEEDED
June 28th	9:00 a.m.	S	
July 5th	9:00 a.m.	S	
July 12th	9:00 a.m.	R	
July 26th	9:00 a.m.	S	
August 2nd	9:00 a.m.	S	
August 9th	9:00 a.m.	R	
August 23rd	9:00 a.m.	S	
September 6th	9:00 a.m.	S	
September 13th	9:00 a.m.	R	
September 27th	9:00 a.m.	S	
October 4th	9:00 a.m.	S	
October 11th	9:00 a.m.	R	
October 25th	9:00 a.m.	S	
November 1st	9:00 a.m.	S	
November 8th	9:00 a.m.	R	
November 22nd	9:00 a.m.	S	
December 13th	3:00 p.m.	R	Truth in Taxation Hearing at 6:30 p.m.
December 20th	9:00 a.m.	S	

On motion by Bakke and seconded by Prestby, the Board unanimously approved the resolution to set the 2022 per diem rate at \$45.

On motion by Dahl and seconded by Hindt, the Board unanimously approved the 2022 mileage reimbursement rate for use of private vehicle for official County business at the IRS rate of \$.585 per mile and for an adjustment if necessary based upon any IRS changes within the year.

On motion by Bakke and seconded by Hindt, the Board unanimously approved the hourly rate for temporary entry-level staff in appointed offices at Grade 3/Step 1, which is \$13.65, in accordance with the 2022 non-union pay plan.

On motion by Bakke and seconded by Dahl, the Board unanimously approved the minimum salary for 2023 for County Attorney at \$109,170.00 for 2022 election per MN statute 388.18 Subd.2.

## FILLMORE COUNTY COMMISSIONERS' MINUTES

January 4, 2022

On motion by Bakke and seconded by Dahl, the Board unanimously approved the minimum salary for 2023 for County Sheriff at \$99,184.00 for 2022 election per MN statute 387.20 Subd.2.

On motion by Bakke and seconded by Hindt, the Board unanimously approved the County Commissioner's annual 2022 salary at \$25,942.47.

On motion by Prestby and seconded by Bakke, the Board unanimously set the annual salary for the County Recorder at \$78,126.00.

On motion by Bakke and seconded by Hindt, the Board approved the salary for the County Attorney at \$126,500.00: Commissioners voting "aye": Hindt, Bakke, Dahl and Lentz. Commissioners voting "nay": Prestby. The motion prevailed.

A motion was made by Dahl and seconded by Hindt, to set the Sheriff's annual Salary at \$116,174.00: The motion failed with Commissioners voting "aye": Dahl, Hindt. Commissioners voting "nay" Bakke, Prestby and Lentz.

On motion by Dahl and seconded by Hindt, the Board unanimously set the annual salary for the Sheriff at \$115,330.00.

On motion by Bakke and seconded by Prestby, the Board unanimously set the salary for the Chief Deputy at \$98,418.00.

The Chair recessed the meeting at 10:12 a.m. and resumed back in session at 10:17 a.m.

Fillmore County's Legislative Priorities were reviewed by the Fillmore County Department Heads with Representative Davids and Senator Miller.

Senator Miller thanked everyone for all their good work and encouraged everyone to reach out to him with questions or needs.

Representative Davids thanked the County Board and Department Heads for all they do every day.

The Chair recessed the meeting at 12:06 p.m. and resumed back in session at 12:10 p.m.

On motion by Dahl and seconded by Prestby, the Board unanimously approved the Memorial Day resolution for reimbursement of expenses for veteran organization ceremonies.

On motion by Hindt and seconded by Dahl, the Board unanimously authorizing elected officials, department heads and division leaders' overnight stays to attend their respective annual professional association of Minnesota conferences as follows:

Extension Annual Meeting

AIRTAP

American Jail Association

Association of Minnesota Counties

Association of Minnesota Social Services Accountants

Community Health Services annual meeting

Conference for Veteran Services Assistants

Department of Emergency Management annual meeting

Department of Veterans Affairs annual meeting

Family Health Home Visiting Conference

MN Association of Assessing Officers

MN Association of County Administrators

## FILLMORE COUNTY COMMISSIONERS' MINUTES

January 4, 2022

MN Association of County Auditors/Treasurers/Finance Officers  
MN Association of County Feedlot Officers  
MN Association of County Officers  
MN Association of County Planning and Zoning  
MN Association of County Surveyors  
MN Association of County Veterans Service Officers  
MN Association of Emergency Managers  
MN Association of Financial Assistance Supervisors  
MN Association of Financial Workers/Case Aides  
MN Association of Social Service Administrators  
MN Association of Social Services Supervisors  
MN County Attorneys Association  
MN County Engineers Association  
MN Counties Human Resources Management Association  
MN County Recorders Association  
MN Department of Health Immunization Conference  
MN Family Support and Recovery Council  
MN GIS-LIS Consortium  
MN HSEM Governors Conference  
MN Jail Administrators Conference  
MN Local Public Health Association  
MN Society of Professional Surveyors  
MN State Sheriffs Association  
MN Surveyors and Engineers Society  
MN Pollution Control Agency Feedlot Annual meeting  
MN Public Health Emergency Preparedness  
Safety & Health Conference  
Recycling Association of Minnesota  
Solid Waste Administrators Association  
Statewide Health Improvement Partnership  
Toward Zero Death conference

On motion by Bakke and seconded by Prestby, the Board unanimously authorized providing flu shots for County employees for 2022, as an employee benefit, and in the event of flu shot shortages, and only those qualifying under MN guidelines would be immunized. Fillmore County will make every effort to bill other coverage first and if not successful, will pay for the shot after that option has been exhausted.

On motion by Dahl and seconded by Hindt, the Board unanimously approved the resolution to use the County website as alternative method for bids.

On motion by Dahl and seconded by Hindt, the Board unanimously approved the 2022 Committee lists with the changes recommended.

On motion by Prestby and seconded by Bakke, the Board unanimously approved the 2022 Delegates for Association of Minnesota Counties and Policy Committee Delegates.

On motion by Bakke and seconded by Dahl, the Board unanimously approved F&M Community Bank as the bank depository for 2022, along with F&M Bank and the Magic Fund as the two accounts where Fillmore County holds funds for interest bearing accounts, with the Finance Director bringing all other investments before the Board.

**FILLMORE COUNTY COMMISSIONERS' MINUTES**

**January 4, 2022**

On motion by Dahl and seconded by Prestby, the Board unanimously approved the request to pay out the Ambulance Services for \$4,500 per service for 2022; City of Harmony, City of Chatfield, City of Rushford, City of Preston, City of Lanesboro, City of Mabel, and City of Spring Valley.

No Committee Reports

On motion Dahl and seconded by Hindt, the Chair adjourned the meeting at 12:28 p.m.