

This is a preliminary draft of the January 3, 2023, 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 3<sup>rd</sup> day of January, 2023, at 9:00 a.m. in the Commissioners' Board Room, Fillmore County Courthouse, in the City of Preston.

The following members were present: Commissioners Larry Hindt, Duane Bakke, Marc Prestby, Randy Dahl and Mitch Lentz. Also present were: Tara Kraling, Account Technician; Judge Jeremy Clinefelter; Lindsie Engle, Human Resources Officer; Shelly Topness, Paralegal; Roxane Kraling, County Recorder; Ron Gregg, Highway Engineer; Darrell Schmitt, Joshua Lensing, Engineer; Christy Smith, Auditor/Treasurer; Jason McCaslin, Assessor; Brett Corson, County Attorney; John DeGeorge, Sheriff; Lance Boyum, Chief Deputy; Dave Kiehne, and Karen Reisner, Fillmore County Journal.

Present by WebEx: Matt Eidem, Site Manager of Forestville National Park; Brooke Harmening, Account Technician; Cristal Adkins, Zoning Administrator; Wanda Berg, Social Services Manager; Tom Jensen, Community Corrections Director; Sharon Miller, Account Technician; Jessica Erickson, Director of Nursing; Chris Hahn, EDA; Bonita Underbakke; and Tom Kaase.

Account Technician Kraling called the annual meeting to order pursuant to Minnesota Statutes.

The Pledge of Allegiance was recited.

Honorable Judge Jeremy Clinefelter swore in the following: Commissioner Duane Bakke, Commissioner Randy Dahl, County Attorney Brett Corson and County Recorder Roxane Kraling.

Commissioner Lentz conducted the Election of the Board Chair and Vice-Chair.

A motion by Prestby seconded by Dahl to nominate Commissioner Larry Hindt as Chair of the Fillmore County Board of Commissioners for 2023.

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

A motion by Prestby and seconded by Dahl, to nominate Commissioner Duane Bakke as Vice Chair of the Fillmore County Board of Commissioners for 2023.

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

On a motion by Dahl and seconded by Bakke, the Board unanimously approved the agenda.

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

1. Approve December 20, 2022 County Board minutes

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

The Finance Department warrants were reviewed.

Christy Smith, Auditor/Treasurer was present.

On motion by Prestby and seconded by Bakke, the Board unanimously approved the updated 2023 Fee Schedule.

Jason McCaslin, County Assessor was present.

On a motion by Bakke and seconded by Dahl, the Board unanimously approved the Fillmore County Abatement Policy with the Assessor's revisions.

The Citizen's Input portion of the meeting was opened and closed at 9:30 a.m., as no one was present to speak.

Ron Gregg, County Engineer was present.

On a motion by Dahl and seconded by Bakke, the Board unanimously approved **Resolution 2023-001**: to enter into an agreement with MnDOT for Federal Participation in Construction.

Discussion ensued regarding the Forestville Bridge options presented.

On a motion by Dahl and seconded by Bakke, the Board unanimously approved moving forward with Option Number 2 (a-d): Replace Bridge Number 6263 with a new bridge which included the following:

- a.) Conduct a hydraulic analysis for a replacement bridge type, bridge width, length and deck elevation. Estimated cost is \$5,000
- b.) Hire an engineering consultant to perform a preliminary design of the new bridge. Estimated cost is \$20,000
- c.) Conduct a study to determine the adverse effects the construction of a new bridge would have on the Historic Forestville Site. Estimated cost is \$5,000
- d.) Consult with the State Historical Preservation Office whether the adverse effects to the Historic Forestville Site are acceptable to proceed with the new bridge replacement. Additional mediation may be required or possibly denied to proceed

On a motion by Dahl and seconded by Bakke, the Board unanimously approved the Public Hearing for the extension of the Fillmore County Local Option Sales Tax program for February 14<sup>th</sup>, 2023 at 10:00 a.m.

The Chair recessed the meeting at 10:28 a.m. and resumed back in session at 10:36 a.m.

Lindsy Engle, Human Resources Officer was present.

On a motion by Dahl and seconded by Lentz, the Board unanimously approved to transfer Denise Zwart, Eligibility Worker, to Eligibility Worker Lead at Grade 10/Step 7 at \$30.72 per hour effective January 6<sup>th</sup>, 2023 as requested by the Hiring Committee.

On a motion by Bakke and seconded by Lentz, the Board unanimously approved to transfer Christina Bakken, Social Worker, to Adult Social Worker Lead at Grade 14/Step 1 at \$36.37 per hour effective January 6<sup>th</sup>, 2023 as requested by the Hiring Committee.

On a motion by Prestby and seconded by Lentz, the Board unanimously approved to transfer Stephanie Mensink, Social Worker, to Child Social Worker Lead at Grade 14/Step 1 at \$36.37 per hour effective January 6<sup>th</sup>, 2023 as requested by the Hiring Committee

On a motion by Dahl and seconded by Bakke, the Board unanimously approved the \$15.00 phone stipend for David Emery, Highway Maintenance Technician.

On a motion by Bakke and seconded by Dahl, the Board unanimously approved the resignation of Jessica Kraus, Child Support Officer, effective January 3<sup>rd</sup>, 2023 with thanks for her 18 years of service.

On a motion by Dahl and seconded by Lentz, the Board unanimously approved the request to transfer Kristine Oman, Support Enforcement Aide, to Child Support Officer at Grade 9/Step 1 at \$25.29 per hour effective January 6<sup>th</sup>, 2023 as requested by the Personnel Committee and Social Services Manager.

On a motion by Bakke and seconded by Lentz, the Board unanimously approved to transfer Kari Broadwater, Office Support Specialist, Sr. to Support Enforcement Aide, at Grade 7/Step 1 at \$23.20 per hour effective January 20<sup>th</sup>, 2023 as requested by the Personnel Committee and Social Services Manager.

On a motion by Dahl and seconded by Lentz, the Board unanimously approved the request to advertise for replacement Office Support Specialist, Sr. internally and externally simultaneously.

On a motion by Prestby and seconded by Bakke, the Board unanimously approved the resignation of Katie Isenberg, Accounting Technician, effective January 13, 2023 with thanks for her 4 ½ years of service.

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

On motion by Dahl and seconded by Lentz, the Board unanimously approved the **RESOLUTION 2023- 002:** Dedicate a portion of tax forfeiture receipts to parks in accordance with MS282.08

On motion by Prestby and seconded by Bakke, the Board unanimously approved the 2023 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 3rd	9:00 a.m.	R	
January 10th	9:00 a.m.	S	
January 24th	9:00 a.m.	S	
February 7th	9:00 a.m.	S	
February 14th	9:00 a.m.	R	
February 28th	9:00 a.m.	S	
March 7th	9:00 a.m.	S	
March 14th	9:00 a.m.	R	
March 28th	9:00 a.m.	S	
April 4th	9:00 a.m.	S	
April 11th	9:00 a.m.	R	
April 25th	9:00 a.m.	S	
May 2nd	9:00 a.m.	S	
May 9th	9:00 a.m.	R	
May 23rd	9:00 a.m.	S	
June 6th	9:00 a.m.	S	
June 13th	3:00 p.m.	R	Board of Appeal & Equal. Hearing at 6:30 p.m.

<i>June 20th</i>	<i>9:00 a.m.</i>	<i>S</i>	<i>ONLY NECESSARY IF CONTINUATION HEARING NEEDED</i>
June 27th	9:00 a.m.	S	
July 11th	9:00 a.m.	R	
July 25th	9:00 a.m.	S	
August 1st	9:00 a.m.	S	
August 8th	9:00 a.m.	R	
August 22nd	9:00 a.m.	S	
September 5th	9:00 a.m.	S	
September 12th	9:00 a.m.	R	
September 26th	9:00 a.m.	S	
October 3rd	9:00 a.m.	S	
October 10th	9:00 a.m.	R	
October 24th	9:00 a.m.	S	
November 7th	9:00 a.m.	S	
November 14th	9:00 a.m.	R	
November 28th	9:00 a.m.	S	
December 12th	3:00 p.m.	R	Truth in Taxation Hearing at 6:30 p.m.
December 19th	9:00 a.m.	S	

On motion by Bakke and seconded by Prestby, the Board unanimously approved to set the 2023 per diem rate at \$45.00.

On motion by Dahl and seconded by Lentz, the Board unanimously approved the 2023 mileage reimbursement rate for use of private vehicle for official County business at the IRS rate of \$.655 per mile and for an adjustment if necessary based upon any IRS changes within the year.

On motion by Prestby and seconded by Bakke, the Board unanimously approved the hourly rate for temporary entry-level staff in appointed offices at Grade 3/Step 1, which is \$14.26, in accordance with the 2023 non-union pay plan.

On motion by Bakke and seconded by Hindt, the Board unanimously approved the County Commissioner’s annual 2023 salary at \$27,104.79.

On motion by Prestby and seconded by Lentz, the Board unanimously approved the salary for 2023 for County Attorney at \$132,000.00 for 2023 election per MN statute 388.18 Subd.2.

On motion by Bakke and seconded by Dahl, the Board approved the salary for 2023 for County Sheriff at \$123,000.00 for 2023 election per MN statute 387.20 Subd.2. Members voting “aye” Hindt, Bakke, Dahl and Lentz; Member voting “nay” Prestby.

On motion by Dahl and seconded by Lentz, the Board unanimously set the annual salary for the Chief Deputy at \$104,663.00 for 2023.

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

On motion by Bakke and seconded by Lentz, the Board unanimously authorizing elected officials, department heads and division leaders’ overnight stays to attend their respective conferences and Association of Minnesota conferences as listed:

Extension Annual Meeting

AIRTAP

American Jail Association  
Association of Minnesota Counties  
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 County Administrators  
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 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  
MN Association of County Recorders  
MN Association of Assessing Officers  
MN Counties Computer Cooperative  
Community Health Services Annual Meeting  
Association of Minnesota Social Service Accountants  
Minnesota Association of Community Corrections Act Agencies  
Minnesota Association of County Probation Offices  
Minnesota Corrections Association  
County Auditor Election Administration Training Conference with Secretary of State  
Minnesota Supervisor's Conference  
Odyssey Conference

On motion by Lentz and seconded by Dahl, the Board unanimously authorized providing flu shots for County employees for 2023, 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 Bakke and seconded by Lentz, the Board unanimously approved the resolution to use the County website as alternative method for bids.

On motion by Lentz and seconded by Bakke, the Board unanimously approved the 2023 Delegates for Association of Minnesota Counties and Policy Committee Delegates as follows:

<b>Policy Committee</b>	<b>2023 Policy Committee Member</b>
<b>Environment &amp; Natural Resources Policy Committee</b>	<b>Commissioner Duane Bakke</b>
<b>General Government Policy Committee</b>	<b>Commissioner Larry Hindt</b>
<b>Health &amp; Human Services Policy Committee</b>	<b>Commissioner Randy Dahl</b>
<b>Public Safety Policy Committee</b>	<b>Commissioner Mitch Lentz</b>
<b>Transportation &amp; Infrastructure Policy Committee</b>	<b>Highway Engineer Ron Gregg</b>

**2023 AMC VOTING DELEGATE APPOINTMENTS**

*Please type (or clearly print) the names of your county's appointed AMC Voting Delegates for 2023 in the spaces below.  
Voting delegates are permitted to cast votes on behalf of one's county during official AMC meetings/business.*

<b>1</b>	Commissioner Mitch Lentz
<b>2</b>	Commissioner Larry Hindt
<b>3</b>	Commissioner Duane Bakke
<b>4</b>	Commissioner Marc Prestby
<b>5</b>	Commissioner Randy Dahl
<b>6</b>	Administrator Bobbie Hillery
<b>7</b>	Highway Engineer Ron Gregg
<b>8</b>	Public Health Director Jessica Erickson

On motion by Bakke and seconded by Dahl, the Board unanimously approved F&M Community Bank as the bank depository for 2023, 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.

Lentz thanked Karen Reisner for being an active member on the Fillmore County EDA as she will not be continuing in 2023.

On motion Prestby and seconded by Lentz, the Chair adjourned the meeting at 11:08 a.m.