

This is a preliminary draft of the August 4, 2020, 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 4<sup>th</sup> day of August, 2020, 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. Also present were: Bobbie Hillery, Administrator/Clerk; Lori Affeldt, Finance Director; Cristal Adkins, Zoning; Drew Hatzenbihler, Solid Waste; Ron Gregg, Highway; Brett Corson, County Attorney; Kristina Kohn, Human Resources; Karen Reisner, Fillmore County Journal;

Also present via Webex: Kristi Ruesink, Office Support Specialist, Sr.; Jason Marquardt, Veteran Services; John DeGeorge, Sheriff; Chris Hahn, Economic Development Authority; Pam Schroeder, Office Manager; Kevin Olson, Social Services; Jessica Erickson, Director of Nursing; Gretchen Mensink Lovejoy, Chatfield Newspaper; Heidi Jones and Bonita Underbakke.

The Pledge of Allegiance was recited.

On motion by Lentz and seconded by Hindt, the Board unanimously approved the agenda.

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

- 1. July 28, 2020 County Board minutes

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

The Finance Department Warrants were reviewed.

Jason Marquardt, Veteran Service Officer was present.

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

**RESOLUTION 2020-036:** 2021 VSO/MNDVA grant of \$10,000.

Marquardt presented the proposed 2021 budget for the Veteran Services Department.

Cristal Adkins, Zoning Administrator was present.

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

**RESOLUTION 2020-037:** Timberwolf Wind, LLC for a meteorological tower on property located in Section 15, Bristol Township.

On motion by Dahl and seconded by Lentz, the Board unanimously approved an addition of dust control be applied beginning at the intersection of Lantern Road and State Highway 16 to continue 200 feet North of the Johnson drive, 22539 Lantern Road, parcel #23.0210.000, to the conditions for the Conditional Use Permit request for a Rock Quarry located in Fountain Township.

Discussion ensued regarding the DNR conditions, clarification was given as to the conditions imposed by the MN Department of Natural Resources.

On motion by Dahl and seconded by Bakke, the following resolution was unanimously adopted, with the additional condition pertaining to dust control: **RESOLUTION 2020-038:** Skyline Materials, LTD for a rock quarry on property located in Section 30, Fountain Township.

The citizens input portion of the meeting was opened at 9:33 a.m.

Heidi Jones addressed the Board to formally read her letter of resignation as Auditor/Treasurer.

The citizens input portion of the meeting was closed at 9:35 a.m.

Drew Hatzenbihler, Solid Waste Administrator was present.

On motion by Dahl and seconded by Hindt, the Board unanimously approved the 2020 haulers license for Hawkeye Sanitation.

On motion by Bakke and seconded by Hindt, the Board unanimously approved the agreement to terminate the agreement with Winneshiek County Landfill.

John DeGeorge, Sheriff was present.

On motion by Dahl, seconded by Hindt, the Board unanimously approved the State of MN Annual County Boat and Water Safety Grant agreement renewal in the amount of \$1,756.00 for January 1, 2020 through June 30, 2021 as recommended by Sheriff DeGeorge.

Ron Gregg, Highway Engineer was present.

On motion by Bakke and seconded by Lentz, the following resolution was unanimously adopted: **RESOLUTION 2020-039:** final payment for bridge project in Harmony Township, Project No. SAP 023-599-207.

On motion by Dahl and seconded by Hindt, the Board unanimously approved the Master Agreement between SEH Engineering and Fillmore County.

Pam Schroeder, Highway/Airport Office Manager was present.

Gregg presented the proposed 2021 Highway Department budgets.

The Chair recessed the meeting at 11:00 a.m. and resumed back in session at 11:05 a.m.

Gregg & Schroeder presented the proposed 2021 Airport Department budget.

Kristina Kohn, Human Resources was present.

Human Resources Officer Kohn presented the first reading of the draft updates to the "Employee Personnel Records" policy and the "Announcements, Recruitment and Selection" policy. She will bring the "Employee Personnel Records" policy back for a second reading and will bring the "Announcements, Recruitment and Selection" policy back as a first reading again with changes.

On motion by Dahl and seconded by Lentz, the Board unanimously approved the resignation request from Heidi Jones, Auditor/Treasurer, effective August 3, 2020.

On motion by Lentz and seconded by Bakke, the Board unanimously approved the request to amend the agenda to appoint an interim Auditor/Treasurer and to discuss office change options.

On motion by Dahl and seconded by Bakke, the Board unanimously approved to offer an interim Auditor/Treasurer position to Char Meiners, at \$40/hour, up to 1040 hours, through December 31, 2020 as recommended by the County Administrator.

Hillery recommended Lori Affeldt, Finance Director, serve as the personnel supervisor for the Auditor/Treasurer staff.

Discussion ensued regarding office locations, it was the consensus of the Board to continue looking at options.

On motion by Dahl and seconded by Bakke, the Board unanimously approved the retirement request from Kenny Highum, Highway Department, effective November 2, 2020 and thanked him for 18 years of service to Fillmore County.

On motion by Dahl and seconded by Bakke, the Board unanimously approved the request to advertise for replacement Highway Maintenance Specialist as requested by the County Engineer and recommended by the Personnel Committee.

Bobbie Hillery, Administrator was present.

On motion by Dahl and seconded by Lentz, the Board unanimously approved the engagement letter to CliftonLarsonAllen as it pertains to CARES for Business Assistance Grants due to COVID-19.

Hillery discussed that with the recent virtual meetings regarding CARES that the Broadband category would not be an approvable expense. She noted that the payroll number needed to be increased and then other dollars could be assigned to the other grant options.

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

Prestby – Personnel

Dahl – Personnel

Lentz – nothing

Hindt – nothing

Bakke – nothing

On motion by Hindt and seconded by Bakke, the Board chair adjourned the meeting at 12:27 p.m.