

This is a preliminary draft of the October 6, 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 6<sup>th</sup> day of October, 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; Ron Gregg, Highway; Brent Kohn, Highway; Kristina Kohn, Human Resources; Chris Hahn, EDA; Karen Reisner, Fillmore County Journal.

Also present via Webex: Erik Hildebrand, MN DNR; Pam Schroeder, Highway; Jessica Erickson, Public Health; Kristi Ruesink, Office Support Specialist, Sr.; Bonita Underbakke.

The Pledge of Allegiance was recited.

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

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

1. September 22, 2020 County Board minutes
2. Renewal of Tobacco License for the period of October 1, 2020 through September 30, 2021 as approved by the Auditor/Treasurer for the following businesses: Kwik Trip, American Legion Post #526, Preston Motor Mart, S&A Petroleum dba Preston Motor Mart, Shooters, Casey's Retail Store dba Casey's General Store, Family Dollar, Goodie & Gas, and Gureck Inc. dba Cenex Gas Station

Discussion ensued regarding the Pop-Coffee Fund in the County Office Building. It was noted that the dollars need to be recorded within the General Fund.

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

The Finance Department Warrants were reviewed.

Erik Hildebrand, MN DNR, provided a virtual presentation of CWD and Deer Hunting in Fillmore County.

The Citizen's Input portion of the meeting was opened and closed at 9:32 a.m.

Cristal Adkins, Zoning Administrator was present.

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

**RESOLUTION 2020-056:** Jonathan & Kathryn Schroeder for a Conditional Use Permit.

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

**RESOLUTION 2020-057:** Steuart Custom Manufacturing for a Conditional Use Permit.

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

**RESOLUTION 2020-058:** Craig & Julene Stortz for a Conditional Use Permit.

On motion by Dahl and seconded by Lentz, the Board unanimously approved an Access Permit request for Kent & Vicky Duxbury on property located in Section 12, Fillmore Township.

On motion by Dahl and seconded by Hindt, the Board unanimously approved an Access Permit request for Reuben & Lydia Zook on property located in Section 25, Preston Township.

Ron Gregg, Highway Engineer; Brent Kohn, Maintenance Superintendent were present.

On motion by Bakke and seconded by Hindt, the Board unanimously approved the purchase of a 2,000 gallon, dual wall fuel tank for the Canton Shop, from True North Steel with the low quote of \$6,388.09.

A motion was made by Bakke and seconded by Prestby, to approve the purchase of a new 2020, 11' Road Groomer and Hydraulic Pump Kit, from Road Groom Manufacturing, totaling \$17,550. The Chair called for a vote: Commissioners voting "aye": Prestby, Hindt, Lentz and Dahl. Commissioners' voting "nay": Lentz. The motion prevailed.

On motion by Dahl and seconded by Lentz, the Board unanimously approved to advertise three bridge replacement projects for year 2021, the projects are: SAP 023-623-028 Bridge No. 92511 on CSAH 23 in Amherst, SAP 023-606-003 Bridge No. 92532 on CSAH 6 in Chatfield Township, and LOST 88927-102 Bridge No. 88927 on 102 in Sumner Township.

On motion by Bakke and seconded by Dahl, the Board unanimously approved Work Order No. 1 for the Design of the 8-bay T-Hanger at the Fillmore County Airport.

On motion by Bakke and seconded by Dahl, the Board unanimously approved Work Order No. 2 for the Design and Relocation of the Automated Weather Observation System (AWOS) at the Fillmore County Airport.

The Chair recessed the meeting at 10:24 a.m. and resumed back in session at 10:30 a.m.

Kristina Kohn, Human Resources was present.

On motion by Dahl and seconded by Hindt, the Board unanimously approved to hire Kyle Chiglo as replacement Maintenance Specialist at \$22.07/hour, Grade 8/Step 1, effective 11/2/2020 as requested by the Highway Engineer and recommended by the Hiring Committee.

On motion by Hindt and seconded by Dahl, the Board unanimously approved to advertise for Public Health Nurse (PHN) in replacement of Lead Public Health Nurse as requested by the Director of Nursing.

Bobbie Hillery, Administrator was present.

On motion by Lentz and seconded by Hindt, the following resolution was unanimously adopted:  
**RESOLUTION 2020-059:** 7<sup>th</sup> Extension of Emergency Declaration

Hillery presented the CARES ACT COVID-19 spreadsheet for Board review of the following dollar disbursements and purchases.

On motion by Bakke and seconded by Lentz, the Board unanimously approved CARES School Grant dollars in the amount totaling \$547,077.83.

On motion by Bakke and seconded by Lentz, the Board unanimously approved CARES Business Grant dollars in the amount totaling \$642,143.00, provided these businesses can prove the loss of revenue or COVID-19 expenses.

On motion by Lentz and seconded by Hindt, the Board unanimously approved the purchase of an Immunization Trailer, only if this item was approved by the State and CLA, including the graphics, generator, and furniture, if approved by the State, with a total not to exceed \$33,900.00.

On motion by Bakke and seconded by Lentz, the Board unanimously approved the purchase of 47 headset telephones for Public Health and Social Services staff from Marco, in the amount of \$26,753.40.

On motion by Lentz and seconded by Hindt, the Board unanimously approved the purchase 24 laptops, additional docking stations and monitors from Marco, in the amount of \$35,126.38 for the equipment.

On motion by Dahl and seconded by Hindt, the Board unanimously approved the purchase a portable refrigerator \$2,199 unit with the \$699 freezer panel and dual zone temp monitoring system for \$196; totaling \$3,094.00.

On motion by Hindt and seconded by Bakke, the Board unanimously approved the request to purchase licenses for Microsoft Teams platform for the Public Health Department to utilize for virtual meetings.

On motion by Lentz and seconded by Dahl, the Board unanimously approved the request by Social Services for \$12,733.20 which includes \$7,743.20 for the Hiawatha Valley Prescriber Support Services due to additional mental health needs for multi-counties and an additional \$5,000 for EGA emergency assistance funds.

On motion by Bakke and seconded by Dahl, the Board unanimously approved the request for CARES Small City dollars for the City of Whalan in the amount of \$1,799.49 for the technology to hold public meetings and work remotely.

On motion by Hindt and seconded by Dahl, the Board unanimously approved the request for four desktop printers to be used during the election process with CARES Election dollars, not to exceed \$600.

On motion by Bakke and seconded by Lentz, the Board unanimously approved the request to use internal staff and hire additional staff if needed, staying within the allowed budgeted amount, to help with the election process.

Hillery noted that CliftonLarsonAllen provided a letter regarding an extension of our audit to secure the necessary items, noting that the inventory and contracts payable for the Highway had not been received in time for them to complete the audit.

A review of the calendar was done with the following committee reports and announcements given:  
Bakke/Prestby – Preston Township

On motion by Bakke and seconded by Lentz, the Board chair adjourned the meeting at 11:20 a.m.