

This is a preliminary draft of the December 22, 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.

The Board of County Commissioners of Fillmore County, Minnesota met in special session this 22nd day of December, 2020, at 9:00 a.m. in the Commissioners' Board Room, Fillmore County Courthouse, in the City of Preston.

The following members were present by WebEx: Commissioners Marc Prestby, Larry Hindt, Randy Dahl, Mitch Lentz and Duane Bakke. Also present were: Bobbie Hillery, Administrator/Clerk; Lori Affeldt, Finance Director; Ron Gregg, Highway; Brent Kohn, Highway; Jessica Erickson; Public Health; John DeGeorge, Sheriff; Lance Boyum, Chief Deputy; Cristal Adkins, Zoning; Kristina Kohn, Human Resources; Brett Corson, County Attorney; Chris Hahn, EDA; Terry Schultz, Maintenance; Kristi Ruesink, Office Support Specialist, Sr.; Karen Reisner, Fillmore County Journal; Gretchen Mensink-Lovejoy, Bonita Underbakke, Tom Kaase.

The Pledge of Allegiance was recited.

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

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

- 1. December 8, 2020 County Board minutes

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

The Finance Warrants were reviewed.

Jessica Erickson, Director of Nursing gave an update regarding COVID-19 and the vaccines. Erickson reviewed the distribution process of the vaccinations.

Ron Gregg, Highway Engineer and Brent Kohn, Maintenance Supervisor were present.

Gregg discussed the proposed purchase of 2 tandem trucks from the State bid contract. The Board noted that in the future they would like to see comparison prices included in the packet for documentation.

On motion by Bakke and seconded by Hindt, the Board unanimously approved the purchase of two tandem trucks in the amount of \$226,639.83 and snowplow equipment for each truck costing \$203,686.00, as recommended by the Highway Engineer. It was noted that these items were budgeted for 2021 purchases.

The Highway Committee report was given.

The Citizens input portion of the meeting was opened and closed at 9:32 a.m.

Cristal Adkins, Zoning Administrator was present.

Discussion ensued regarding a non-permitted Used Car Lot/Auto Repair business in Arendahl Township.

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

RESOLUTION 2020-074: Used Car Lot, Caleb Benson, Newburg Township

On motion by Dahl and seconded by Lentz, the following resolution was unanimously adopted:
RESOLUTION 2020-075: Private Cemetery, Dominic Crawford/Caleb Short, Fountain Township

On motion by Dahl and seconded by Bakke, the following resolution was unanimously adopted:
RESOLUTION 2020-076: Private Cemetery, John & Arlene Gingerich, Spring Valley Township

An elected official conference was conducted with John DeGeorge, Sheriff. He provided a summary of accomplishments for 2020. DeGeorge discussed his goals for 2021, he noted that the goals are for both the Sheriff and Chief Deputy Boyum. He is requesting the Sheriff salary be set at \$110,205 for 2021. His 2020 overall salary was \$108,045; this would be a 2% increase.

DeGeorge requested that the County Board set the 2021 Chief Deputy salary at \$94,566. His 2020 salary was \$92,712; this would be a 2% increase.

Kevin Olson, Social Services Manager was present.

On motion by Dahl and seconded by Lentz, the Board unanimously approved the 2021 Contract with Families Service Rochester and Fillmore County.

On motion by Bakke and seconded by Hindt, the Board unanimously approved the 2021 Purchase of Service Agreement with Hiawatha Valley Mental Health and Fillmore County.

On motion by Lentz and seconded by Dahl, the Board unanimously approved the 2021 Targeted Management Contract between Fillmore County and Zumbro Valley Health Center.

On motion by Hindt and seconded by Bakke, the Board unanimously approved the 2021 Crisis Contract between Fillmore County and Zumbro Valley Mental Health Center.

On motion by Lentz and seconded by Hindt, the Board unanimously approved the 2021 Purchase of Service Agreement with Work Force Development Inc. and Fillmore County.

Lori Affeldt, Finance Director was present.

On motion by Bakke and seconded by Dahl, the Board unanimously approved a fund balance transfer from General to Social Services Fund in the amount of \$828,265 which zeroes out the net losses of the Social Services Fund from 2015-2018.

On motion by Lentz and seconded by Bakke, the Board unanimously approved the restricted cash balances as presented by Finance Director Affeldt.

On motion by Dahl and seconded by Lentz, the Board unanimously approved closing six checking accounts and operating those special accounts through the General Fund, as recommended by the Finance Director.

On motion by Bakke and seconded by Dahl, the Board unanimously approved F&M Community Bank as the main checking bank for the County, as recommended by the Finance Director.

On motion by Lentz and seconded by Bakke, the Board unanimously approved the Procurement Policy, recommended by CliftonLarsonAllen and prepared by Administrator Hillery.

On motion by Lentz and seconded by Hindt, the Board unanimously approved the Investment Policy, as recommended by Finance Director Affeldt and prepared by Administrator Hillery.

On motion by Lentz and seconded by Dahl, the Board unanimously approved to pay warrants that are emergency in nature or regular and ordinary for 2020 before December 31, 2020. All bills will be due to the Finance Department by December 26th, reviewed by Chair and Vice Chair on December 27th with checks being printed on December 29th.

The Chair recessed the meeting at 10:56 a.m. and resumed back in session at 11:00 a.m.

Kristina Kohn, Human Resources was present.

On motion by Dahl and seconded by Hindt, the Board unanimously approved the promotion of Erica Draper, RN, to Public Health Nurse, effective December 25, 2020.

County Administrator, Bobbie Hillery was present.

On motion by Dahl and seconded by Hindt, the Board unanimously approved removal of \$52 delinquent taxes on Parcel 04.0218.000, due to an error in the County Auditor/Treasurer's Office.

On motion by Bakke and seconded by Lentz, the Board unanimously approved an adjustment to remove the penalty of \$218.61 on Parcel 21.0054.000, based on the transition from a church to a home and incorrect mailing address on County paperwork for new owner.

On motion by Bakke and seconded by Lentz, the following resolution was unanimously adopted:
RESOLUTION 2020-077: 2021 Fillmore County Levy

On motion by Bakke and seconded by Lentz, the following resolution was unanimously adopted:
RESOLUTION 2020-078: 2021 Fillmore County Budget

Hillery explained the County's total CARES dollars expenditures for Business Grants equaled: \$388,534.37. The amount of CARES dollars returned to the State of Minnesota totaled: \$457,069.54, which includes the funds returned by the different cities within Fillmore County; with \$53 from the City of Wykoff that has just been received by the County and will also be returned to the State of Minnesota in a separate transaction.

Discussion ensued regarding the notification and application process for the second round of CARES business grant dollars. Fillmore County will receive \$405,493.07 in grant dollars and \$10,137.33 in Administrative costs, for a total of \$415,630.40.

Administrator Hillery noted that she enclosed the minutes from the last Jail Assessment Committee meeting in an effort to keep the Commissioners informed.

On motion by Dahl and seconded by Bakke, the Board unanimously approved appointing Lori Affeldt as temporary Auditor/Treasurer, with Administrator Hillery being the signer on the account to maintain a checks and balance, effective January 1, 2021. Affeldt will receive a temporary step increase, Grade 16/Step 3, for the duration of the appointment, as recommended by the County Administrator.

On motion by Dahl and seconded by Lentz, the following resolution was unanimously adopted:
RESOLUTION 2020-079: Banking and Investment Accounts

On motion by Bakke and seconded by Lentz, the Board unanimously approved sending the thank you letter to Char Meiners for serving Fillmore County as interim Auditor/Treasurer.

On motion by Hindt and seconded by Dahl, the Board unanimously approved the renewal of the Community Economic Development Authority (CEDA) contract for 2021 in the amount of \$41,695.

On motion by Dahl and seconded by Lentz, the Board unanimously approved the final payment to Pitney Bowes, in the amount of \$2,000.00, to terminate the lease of a mail machine that was in the County Office Building, as recommended by County Attorney Corson.

A review of the calendar was done with the following committee reports and announcements were given: Lentz – Emergency Management, DAC; Hindt – EDA; Bakke – Planning Commission, Historical, One Watershed-One Plan, SWCD

On motion by Hindt and seconded by Lentz, the Board chair adjourned the meeting at 11:57 a.m.