

The Board of County Commissioners of Fillmore County, Minnesota met in special session this 26th day of November, 2019, 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 Vickerman, Administrator/Clerk; Sheriff John DeGeorge; Don Kullot, Emergency Manager; Lori Affeldt, Finance Director; Jessica Erickson, Director of Nursing; Brenda Pohlman, Health Educator; Kristine Oman, Office Support Specialist, Sr.; Brett Corson, County Attorney; Brian Hoff, Appraiser; Bonita Underbakke and Karen Reisner, Fillmore County Journal.

The Pledge of Allegiance was recited.

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

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

1. November 12, 2019 County Board Minutes
2. Request approval for Kayla Pierce, Account Technician to attend 2020 MN Association of Assessment Officers (MAAO), Assessment Laws and Procedures with Ethics Workshop

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

The Finance Department warrants were reviewed.

Commissioners' Warrants		
Fund	Name	Amount
1	County Revenue Fund	\$15,924.39
12	INFRA FUND	\$2,615.54
13	County Road & Bridge	\$73,371.55
14	Sanitation Fund	\$37,367.45
23	County Airport Fund	\$3,354.62
	Subtotal	\$132,633.55
Finance Department Warrants		
1	County Revenue Fund	\$10,020.52
13	County Road & Bridge	\$185,403.69
14	Sanitation Fund	\$2,640.00
22	AgBMP Septic Loan	\$4,962.05
76	Trust & Agency Fund	\$1,637.00
87	State Revenue & School	\$106,019.30
	Subtotal	\$310,682.56

Totals	\$443,316.11
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Jessica Erickson, Director of Nursing-Public Health, reviewed the grant funding formula for the Fillmore County-Houston County Community Health Board. She noted that the grant funding will be reviewed at the meeting that will be held later today with Houston County.

Bobbie Vickerman, County Administrator, was present.

On motion by Lentz and seconded by Hindt, the Board unanimously approved the bid from CPS Technology Solutions to replace our AS400 System with a hosting option; for a one-time fee of \$3,800 for Setup and Go Live and then a monthly hosting fee of \$1,270, it was noted that Vickerman is recommending that the County Attorney verifies that the contract is on a month to month basis and at the time that the County ends the contract all data belongs to the County.

The Board asked Vickerman to bring back a policy for all hardware and software management for Fillmore County noting that any agreements, purchases or changes should go through the Administration Office and our contracted technology vendor. It was also noted that the Board would like to see software replacements by June in place so that we can move away from hosting the I-series software as soon as possible.

On motion by Lentz and seconded by Prestby, the Board unanimously approved Association of Minnesota Counties (AMC) Voting Delegates for Annual Meeting and Policy Committee representatives.

On motion by Lentz and seconded by Dahl, the Board unanimously approved receipt of the Minnesota Counties Intergovernmental Trust (MCIT) dividend and putting the dollars to the

Infrastructure Fund and to utilize some of the dollars to pay for two persons to attend the Annual Safety Conference.

On motion by Lentz and seconded by Dahl , the Board unanimously approved Administrator Bobbie Vickerman as MCIT voting delegate for the annual meeting with Commissioner Duane Bakke as the alternate.

On motion by Dahl and seconded by Lentz, the Board unanimously approved the Administrator Position as the Clerk of the Board.

The Board noted that all correspondence and documentation throughout the County should be updated for the position title change; from Coordinator to Administrator.

On motion by Prestby and seconded by Hindt, the Board unanimously approved the 2020 Wellness Plan as presented by Brenda Pohlman and Kristine Oman.

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

John DeGeorge, Sheriff was present.

On motion by Dahl and seconded by Prestby, the Board unanimously approved out-of-state travel to Springfield, IL. December 16-20, 2019 for Sergeants Jessy Betts and Derek Fuglestad to attend Active Integrated Response train the trainer course with reimbursements based upon the currently out of state travel policy.

On motion by Dahl and seconded by Lentz, the Board unanimously approved to lease the 2019 Dodge Charger Base Model All Wheel Drive admin car at a capitalized amount of \$24,846.00 and a monthly lease of \$465.48 with an additional \$48.27 for the full maintenance program, for a total monthly lease amount of \$513.75.

On motion by Prestby and seconded by Lentz, the Board unanimously approved the 2019 Emergency Operations Plan with the proposed changes that were reviewed.

Sheriff DeGeorge reviewed the three year service contract with Motorola for 2017-2019 for immediate replacement for dispatch/911 console. He noted that the 2018 invoice has not been paid and that he recently became aware of both the invoice for 2018 and 2019 have not been paid. He noted that the unpaid invoices for 2018 and 2019 will be paid and the Board will see them in the next batch of warrants from the 911 grant funds.

On motion by Lentz and seconded by Dahl, the Board unanimously approved to pay Northland Business Systems for Server 2012 upgrade for local dispatch logger in the amount of \$5,480 to be paid from 911 grant funds.

On motion by Dahl and seconded by Lentz, the Board unanimously approved the contract with Tom Weber, Independent Contractor at \$100/hour to assist Fillmore County with a needs assessment study for the jail.

The Chair recessed the meeting at 10:28 a.m. and resumed back in session at 10:38 a.m.

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

- SEMN Emergency Radio Board and Zumbro Valley Mental Health – Lentz
- SEMCAC- Dahl, reviewed new food service startups, programs running positive
- Tech/LR/GIS – Lentz and Prestby – tech funds were reviewed and projects were discussed
- Law Enforcement – Lentz and Prestby – Code Red notification, jail assessment and mapping
- Wellness – Bakke – reviewed Wellness plan and upcoming events, Ugly Sweater contest and potluck on December 19th
- Historical Society – Bakke – moving forward with new policies and procedures and programming. Provided an events calendar.
- Extension – Bakke and Lentz – new representative needed for District 1; need an at-large representative; land rent meeting coming up in Mabel and December 16th will be a joint meeting with Houston County
- Highway – Prestby and Bakke – 2019 projects complete other than those that will be rolled into 2020; provided copy of proposed chip sealing; provided copy of proposed construction projects for 2020 and working on 2021

On motion by Dahl and seconded by Lentz, Chair Bakke closed the meeting at 10:49 a.m. pursuant to Minn. Statute 13D.05, subd.3 (b) based on attorney/client privilege regarding citizen property/tax appeals. All members were present. Also present were Bobbie Vickerman, County Administrator/Clerk; Brian Hoff, Property Appraiser and Brett Corson, County Attorney.

On motion by Dahl and seconded Lentz, the Chair re-opened the meeting at 11:19 a.m.

On motion by Dahl and seconded by Prestby, the Board unanimously approved the County Attorney to hire an Independent Appraiser for both Property Appraiser/Tax Appeal Cases.

Chair Bakke adjourned the meeting at 11:32 a.m.