

The Board of County Commissioners of Fillmore County, Minnesota met in special session this 7th day of April, 2020, at 9:00 a.m. in the Commissioners' Board Room, Fillmore County Courthouse, in the City of Preston.

The following Member was present: Commissioner Marc Prestby

Also present were: Bobbie Vickerman, Administrator/Clerk; Ron Gregg, Highway Engineer; Brent Kohn, Highway Maintenance Supervisor; and Kristina Kohn, Human Resources

The following members were present by Webex: Commissioners Larry Hindt, Randy Dahl, Mitch Lentz and Duane Bakke. Also present by Webex were: Kristi Ruesink, Office Support Specialist, Sr.; Brett Corson, County Attorney; Lori Affeldt, Finance Director; Jessica Erickson, Public Health; Don Kullot, Emergency Management; Cristal Adkins, Zoning; and Karen Reisner, Fillmore County Journal.

The Pledge of Allegiance was recited.

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

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

1. March 24, 2020 County Board minutes
2. Approval of Renewal of Liquor License for Preston Golf & Country Club for License period ending May 1, 2021
3. Approval of Preston Golf Gambling (Raffle) Permit for September 27, 2020
4. Consider second quarter payment of \$10,120.25 for 2020 to CEDA for economic development staffing services.

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

Bakke requested that the shop software be brought in for demonstration some time.

The Finance Department Warrants were reviewed.

Commissioners' Warrants		
Fund	Name	Amount
1	County Revenue Fund	\$122,271.46
13	County Road & Bridge	\$18,541.86
14	Sanitation Fund	\$181.08
23	County Airport Fund	\$3,280.00
	Subtotal	\$144,274.40
Finance Department Warrants		
1	County Revenue Fund	\$128,221.96
13	County Road & Bridge	\$6,415.53
14	Sanitation Fund	\$5,167.40
23	County Airport Fund	\$187.16
76	Trust & Agency Fund	\$946.00
87	State Revenue & School Fund	\$32,922.12
	Subtotal	\$173,860.17
Totals		\$318,134.57

Ron Gregg, Highway Engineer was present.

On motion by Bakke and seconded by Hindt, the Board unanimously approved the purchase of a 2020 John Deere 325G skid loader from Preston Equipment with the low bid of \$52,800.

Discussion was had regarding the purchase of a new disc mower. Gregg explained the Highway Department uses one disc mower, the longevity of the mower and the need for a disc mower versus a rotary mower.

On motion by Bakke and seconded by Lentz, the Board unanimously approved the purchase of a Vermeer 5040 disc mower from Hammell Equipment with the low bid of \$10,400.

On motion by Bakke and seconded by Prestby, the Board unanimously approved to advertise for the CSAH 34 surface reconditioning project.

On motion by Dahl and seconded by Hindt, the Board unanimously approved to enter into a Cooperative Agreement with the City of Wykoff for the reconstruction of County State Aid Highway No. 5.

Gregg noted they intend to begin reconstruction of CSAH No. 5 on April 13th. The start date for the County 1 project is projected for May 6th.

Kristina Kohn, Human Resources was present.

On motion by Dahl and seconded by Lentz, the Board unanimously approved to hire Sarah Peck & Crystal Smith as Intermittent Dispatchers in the Sheriff's Office at Grade 10/Step 1, \$23.99/hour, effective April 8, 2020 as recommended by the Hiring Committee.

On motion by Bakke and seconded by Lentz, the Board unanimously approved to hire Blake Lea as replacement Feedlot Officer/Zoning Technician/GIS Coordinator in the Zoning Office at Grade 11/Step 6, \$29.59/hour, with three years credit towards PTO accrual, effective May 28, 2020 as recommended by the Hiring Committee.

On motion by Hindt and seconded by Lentz, the Board unanimously approved to hire Jason McCaslin as replacement County Assessor, effective April 13, 2020 on a part-time basis, with full-time employment beginning on May 11, 2020 at an annual salary of \$110,000 and credit of 80 PTO hours upon hire, with telecommuting approval through November, 2020.

The citizens input portion of the meeting was opened at 9:36 a.m.

Heidi Jones, Auditor/Treasurer, mentioned she will bring forth options for a discussion at a later date regarding abatement of penalties for tax payments or moving back the date for tax payments due to COVID-19 pandemic.

The citizens input portion of the meeting was closed at 9:38 a.m.

Brett Corson, County Attorney was present.

On motion by Dahl and seconded by Bakke, the Board unanimously approved the City Prosecutor Agreement for the City of Canton.

On motion by Dahl and seconded by Bakke, the Board unanimously approved the City Prosecutor Agreement for the City of Fountain.

Bobbie Vickerman, Administrator; Jessica Erickson, Public Health Director; and Don Kullot, Emergency Management Coordinator were present.

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

RESOLUTION 2020-012: Declaring a State of Emergency – COVID-19, with May 5th being the date to lift the order.

Vickerman discussed future options regarding the Emergency Declaration.

Public Health Director, Jessica Erickson discussed and reviewed the COVID-19 Exclusion Chart provided by the State for schools and childcare settings. She is recommending that the county adopt this exclusion chart for our employees and Department Heads. The chart would recommend any employee showing symptoms related to COVID-19 does not return to work for 7 days or at least 3 days without a fever, whichever is longer. This is being suggested to be used as a guideline during this time. Vickerman noted that the County has already had situations where an employee wanted to come back to work but still had symptoms within the chart.

On motion by Hindt and seconded by Lentz, the Board unanimously approved implementing the COVID-19 Exclusion Chart for Fillmore County employees as recommended by the Public Health Director and County Administrator.

There was discussion regarding the Incident Command Chart as well as funding for additional expenses.

On motion by Hindt and seconded by Dahl, the Board unanimously approved the adoption of the Incident Command Chart, for this event, as recommended by the Public Health Director and Emergency Management Coordinator.

Bakke asked what dollars the County would be seeing for the COVID-19 incident, noting he was aware of other counties accepting dollars. Erickson noted that the Community Health Board did receive some up front dollars for Public Health, but was not aware of any other dollars at this time that have been allotted.

On motion by Lentz and seconded by Bakke, the Board unanimously approved the appointment of Weston Pease, District 1, to the Extension Committee.

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

- Lentz – meeting have moved online, zoom, webex, telephone
- Dahl – SEMCAC meeting cancelled
- Bakke – Highway
- Prestby – Highway, Solid Waste
- Hazardous Waste Day, May 5th, may be cancelled due to the pandemic.

On motion by Bakke and seconded by Hindt, the Board chair adjourned at 10:16 a.m.

Attest: _____
Administrator and ex-officio
Clerk of County Board

Signed: _____
Chair of the Fillmore County
Board of Commissioner