

The Board of County Commissioners of Fillmore County, Minnesota met in special session this 28th 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

The following members were present by Webex: Commissioners Larry Hindt, Randy Dahl, Mitch Lentz and Duane Bakke. Also present by Webex were: Bobbie Hillery, Administrator/Clerk; Kristi Ruesink, Office Support Specialist, Sr.; Judge Opat; Jason McCaslin, Assessor; Lori Affeldt, Finance Director; Kristina Kohn, Human Resources; Ron Gregg, Highway Engineer; Brett Corson, County Attorney; Drew Hatzenbihler, Solid Waste Administrator; Jessica Erickson, Public Health; Cristal Adkins, Zoning; Chris Hahn, EDA; Heidi Jones, Auditor/Treasurer; Bonita Underbakke, and Karen Reisner, Fillmore County Journal.

The Pledge of Allegiance was recited.

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

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

1. April 14, 2020 County Board minutes
2. Approve Renewal of Liquor License for BreDun LLC dba DbA Old Barn Resort & Golf Course for License period ending 05/01/2021

The invoice to Fillmore County Journal for summary minutes was discussed as the price increased significantly. Discussion ensued regarding the possibility of rebidding since the Journal purchased the News-Leader and is not honoring their original bid. Vickerman noted that she did ask Jason Sethre from the Fillmore County Journal and he is charging Fillmore County what everyone else is paying. Commissioner Lentz suggested a discussion with AMC regarding the Statute and online posting.

An invoice for hand sanitizers was questioned. Hillery explained that our County office supply has been depleted therefore local purchases from Stuart Labs, Family Dollar, and Harmony Spirits have been made. These invoices will be coded to the COVID-19 pandemic. It was noted that some of the sanitizer and other supplies are being provided to Nursing Homes, Group Homes and Daycares and is being tracked per the Emergency Managed guidelines.

Bakke noted that there is a purchase of safety boots for an employee in Solid Waste, he noted that the reimbursement is less than \$90 and wondered if the safety boots for all departments have the same requirements. One suggestion was that the County purchase the safety boots for consistency.

On motion by Bakke 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	\$92,092.56
13	County Road & Bridge	\$1,023.67
14	Sanitation Fund	\$367.68
23	County Airport Fund	\$2.25
	Subtotal	\$93,486.16

Finance Department Warrants		
1	County Revenue Fund	\$119,265.60
13	County Road & Bridge	\$5,668.67
14	Sanitation Fund	\$2,790.35
23	County Airport Fund	\$187.16
83	Prepaid Tax Fund	\$946.00
91	Economic Development Authority	\$10,120.25
	Subtotal	\$141,648.94
Totals		\$235,135.10

Brett Corson, County Attorney was present.

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

Commissioner Lentz cautioned taking on City Prosecution so we are not overloading our County staff.

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

On motion by Lentz and seconded by Hindt, the Board unanimously approved Stipulations and Memorandums of Understanding for tax appeals for Dan-Am Co. and Kappers Fabricating, Inc., as recommended by the County Attorney and enclosed in the packet.

Commissioner Bakke, with consent of the Board, requested County Attorney Corson move forward regarding complaints of a dilapidated building in Highland.

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

Bonita Underbakke addressed the Board with concerns for Fillmore County small farmers. She is requesting the Board relay the urgent need for COVID-19 relief to all small farmers.

The citizens input portion of the meeting closed at 9:37a.m.

Cristal Adkins, Zoning Administrator presented a request for an access permit.

On motion by Bakke and seconded by Lentz, the Board unanimously approved an access permit for property driveway for Trent Nelson, section 22 of Amherst Township.

Drew Hatzenbihler, Solid Waste Administrator was present.

On motion by Dahl and seconded by Bakke, the Board unanimously approved the SCORE Grant Agreement for FY20-21.

Hatzenbihler reviewed the request by Harter’s Quick Clean-Up for an 8% rate increase for hauling fees, this would be an adjustment to their contract. Discussion ensued, with County Attorney Corson explaining the

existing contract. It was consensus of the Board that Hatzenbihler look into the rate increase and work with Attorney Corson for additional options.

Ron Gregg, Highway Engineer presented the 2020 contracted Rock bids, noting that all the rock is the required quality.

On motion by Dahl and seconded by Bakke, the Board unanimously approved to award the bids for the following aggregate rock to Orval Sorum & Sons at the recommendation of the County Highway Engineer and at the low bid as follows: (Abstract of bids on file at the Highway Office)

- 4,630.5 tons for CSAH 16E (TH 52 to CSAH 21, Preston & Amherst Twps), \$7.39/unit for a total of \$34,219.40

On motion by Hindt and seconded by Bakke, the Board unanimously approved to award the bids for the following aggregate rock to Bruening Rock Products at the recommendation of the County Highway Engineer and at the low bid as follows: (Abstract of bids on file at the Highway Office)

- 5,575.5 tons for CSAH 38 (CSAH 1 to CSAH 4, Spring Valley & Sumner Twps), \$9.259/unit for a total of \$51,623.55
- 5,386.5 tons for CSAH 21 (blacktop CSAH 21, north of CSAH 8, to TH 30, Carrolton & Pilot Mound Twps), \$9.129/unit for a total of \$49,173.36
- 3,780.0 tons for CSAH 6 (TH 52 to CSAH 11, Chatfield Twp), \$9.159/unit for a total of \$34,621.02
- 2,835.0 tons for CSAH 4 (CSAH 1 to blacktop CSAH 4, Sumner Twp), \$10.379/unit for a total of \$29,424.47
- 1,890.0 tons for CR 101 (CSAH 2 to CR 102, Jordan Twp), \$9.939/unit for a total of \$18,784.71
- 5,670.0 tons for CR 102 (CR 101 to CSAH 1, Jordan & Sumner Twp), \$10.449/unit for a total of \$59,245.83
- 3,780.0 tons for CR 108 (TH 16 to CSAH 10, Holt Twp), \$9.339/unit for a total of \$35,301.42
- 2,835.0 tons for CR 104 (Sections 2, 3, 10, 11, Pilot Mound Twp), \$9.129/unit for a total of \$25,880.72

On motion by Dahl and seconded by Hindt, the Board unanimously approved to award the bids for the following aggregate rock to Milestone Materials at the recommendation of the County Highway Engineer and at the low bid as follows: (Abstract of bids on file at the Highway Office)

- 3,969.0 tons for CSAH 20W (CSAH 9 to CSAH 5, York Twp), \$8.21/unit for a total of \$32,585.49
- 4,347.0 tons for CSAH 20E (CSAH 9 to CSAH 15, Bristol Twp), \$8.59/unit for a total of \$37,340.73
- 877.5 tons for CR 110 (CSAH 14 to CSAH 15, Carimona Twp), \$8.47/unit for a total of \$7,432.43

Highway Committee report given with an update on 2020 projects, 5-year construction plan, weed spraying, rolling equipment at auction.

Bobbie Hillery, Administrator was present.

Hillery discussed operations regarding COVID-19, noting that she is working with the COVID-19 emergency team for reimbursement regarding expenditures and building modifications to front counters as well as discussing the new normal with Department Heads relating to social distancing and budget items.

Public Health Director, Erickson, mentioned that the County is providing supplies and working with Nursing Homes, Assisted Living, Group Homes and Daycares. Erickson noted that the Public Health Department is willing to provide education to our local businesses.

Commissioner Lentz inquired as to the reimbursement process. Hillery noted that according to the State and Federal declarations, all supplies are to be tracked and a claim will be submitted for reimbursement regarding

what was purchased during the pandemic and also the replenishing of the supplies that were used due to the pandemic.

Hillery reviewed the technology projects: the computer replacements are done, we are working on the hosting transition for the AS400, we are eagerly waiting the Website to go live, the Sheriff Firewall project is being worked on and the F5 and DUO has been completed for the VPN for the staff other than the Sheriff's office.

Hillery provided the documentation regarding the audits not being published per statute 375.17. She recommended publishing the audits based upon quotes provided by the Fillmore County Journals for each year and the schedule provided by Jason Sethre, Fillmore County Journal based upon time needed to shrink up the audits for publication.

On motion by Bakke and seconded by Hindt, the Board unanimously approved the publication of 2015, 2016, and 2017 Audits based on the dates and rates provided by the Fillmore County Journal. Hillery noted the 2015 audit will be published June 1st; 2016 in June 8th and 2017 in the June 15th editions, based on the quotes that were received for those years and that each year will be shrunk based on prior audits published by the Fillmore County Journal.

Kristina Kohn, Human Resources was present.

On motion by Bakke and seconded by Hindt, the Board unanimously approved the hire of three (3) temporary employees in the Highway Department; Taryn Raaen, effective 5/11/20; Jacob James & Timothy Highum, effective 5/26/20; at Grade 3/Step 1, \$12.99/hour, as recommended by the Highway Engineer.

On motion by Lentz and seconded by Hindt, the Board unanimously approved the hire of our Labor Attorney for an employee grievance, the estimated cost is \$5,000-6,000.

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

- Bakke – Extension, Historical, SWCD, AMC, Environment
- Dahl – Personnel, Community Services
- Lentz – Extension, Zumbro Valley Health
- Hindt – none
- Prestby – Highway, Personnel

Hillery noted the next Board meeting, May 5, will be via Webex again, the dial-in # is: 1-408-418-9388 and the access code will be 969-657-287

On motion by Lentz and seconded by Hindt, the Board chair adjourned at 11:15 a.m.

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

Signed: _____
Chair of the Fillmore County
Board of Commissioner