

FILLMORE COUNTY COMMISSIONERS' MINUTES

January 8, 2019

This is a preliminary draft of the January 8, 2019 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 annual session this 8th day of January, 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 Mitch Lentz, Duane Bakke, Randy Dahl, Gary Peterson, and Marc Prestby. Also present were: Bobbie Vickerman, Coordinator/Clerk; Kristina Kohn, Human Resources Officer; John DeGeorge, Sheriff; Heidi Jones, Auditor/Treasurer; Marty Walsh, Community and Economic Development Associates (CEDA); Jessica Erickson, Director of Nursing; Kevin Olson, Social Services Manager; Ron Gregg, Highway Engineer; Cristal Adkins, Zoning Administrator; Angela Bakke; Jade Grabau; Bonita Underbakke; Karen Reisner, Fillmore County Journal; and Gretchen Mensink-Lovejoy, Republican Leader.

Coordinator/Clerk Vickerman called the annual meeting to order pursuant to Minnesota Statutes.

The Pledge of Allegiance was recited.

A motion was made by Lentz and seconded by Dahl to nominate Commissioner Duane Bakke as Chair of the Fillmore County Board of Commissioners for 2019.

On motion by Dahl and seconded by Prestby, the Board unanimously approved to cease nominations and cast a unanimous ballot to elect Commissioner Duane Bakke as Chair of the Fillmore County Board of Commissioners.

A motion was made by Dahl and seconded by Lentz to nominate Commissioner Marc Prestby as Vice Chair for the Fillmore County Board of Commissioners for 2019.

On motion by Bakke and seconded by Lentz, the Board unanimously approved to cease nominations and cast a unanimous ballot to elect Commissioner Marc Prestby as Vice Chair for the Fillmore County Board of Commissioners.

Commissioner Bakke thanked those who have served Fillmore County and have left and wished them the best. He welcomed the new employees and the newly elected officials. Bakke stated his goals for 2019 include implementing the Compensation Study which he expects to be happening within the next few weeks, plans to continue work on moving forward to a cohesive group with the hire of a Land Records Director and moving the teamwork forward with Recorder and Auditor/Treasurer. He stated that he has been committed to legislative involvement and encourages the Board and staff to continue to have that involvement.

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

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

1. December 18, 2018 County Board minutes as presented.
2. Payment of National Association of Counties' invoice of \$450.00 for 2019 membership dues.
3. Payment of Association of MN Counties' invoice of \$12,299.00 for 2019 annual dues.
4. Payment of Association of MN Counties' invoice of \$2,246.00 (2018: \$2,103.00) for 2019 MN Association of County Social Service Administrators (MACSSA) annual dues.
5. Payment of Association of MN Counties' invoice of \$1,212.00 for 2019 Local Public Health

Association (LPHA) annual dues.

- 6. Payment of 2019 MN Association of County Administrator (MACA) dues (level 1) in the amount of \$701.00.
- 7. Payment of 2019 Workers Compensation renewal in the amount of \$91,236 and 2019 Property/Liability renewal in the amount of \$139,040 to MN Counties Intergovernmental Trust (MCIT).
- 8. Payment of 1st qtr. invoice #126360 in the sum of \$109,821.50 to Olmsted County Community Services for Dodge-Fillmore-Olmsted (DFO) Community Corrections 2019 appropriation in accordance with Joint Powers agreement.
- 9. Overnight stay (3 nights) for Auditor/Treasurer, Heidi Jones and Account Tech Lead, Lori Affeldt to attend annual MACO conference, February 12-15.

The Board reviewed the warrants; Commissioner Lentz mentioned possibly using the same uniform company to save dollars. Corson was questioned regarding mileage for some witnesses. Sheriff DeGeorge was questioned regarding some repair costs to the generator.

On motion by Prestby and seconded by Peterson, the Board unanimously approved payment of the following Commissioner warrants:

WARRANTS

The Auditor’s warrants were reviewed.

Marty Walsh, Community and Economic Development Associates (CEDA), was present.

On motion by Dahl and seconded by Lentz, the Board unanimously approved the 2019 CEDA contract in the amount of \$39,302.00.

On motion by Dahl and seconded by Lentz, the Board unanimously approved payment of the 1st quarter invoice of \$9,825.50 for 2019 to CEDA for economic development staffing services.

Ron Gregg, Highway Engineer, was present.

On motion by Dahl and seconded by Prestby, the Board unanimously approved entering into a Detour Agreement with Mn/DOT to use CSAH 8 from TH 52 to TH 250 in Lanesboro.

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

RESOLUTION 2019-001: Authorizing its officers to sign the detour agreement

On motion by Dahl and seconded by Lentz, the Board unanimously approved advertising for project SAP 023-600-006, the Lanesboro Fish Hatchery entrance.

On motion by Dahl and seconded by Peterson, the Board unanimously approved advertising for bridge replacement project on CSAH 12, SP 023-612-041.

On motion by Prestby and seconded by Lentz, the Board unanimously approved the 2019 Travel/Conference Schedule for the Highway/Airport Department as recommended by the Fillmore County Highway Engineer.

The Citizen’s Input portion of the meeting was opened and closed at 9:32 a.m. as no one was present to speak.

Bobbie Vickerman, Coordinator, was present.

Vickerman presented the annual resolution to dedicate a portion of tax forfeiture receipts to parks in accordance with MS 282.08. Commissioner Lentz asked about the breakdown for the forfeiture dollars. Commissioner Dahl discussed Bucksnot Park noting that members of the public have asked for a toiletry option. It was noted to find the balance that is available and the Facilities Committee to review.

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

RESOLUTION 2019-002: Dedicate a portion of tax forfeiture receipts to parks in accordance with MS 282.08

On motion by Lentz and seconded by Dahl, the Board unanimously approved the 2019 regular County Board meeting day and time and schedule of meetings, including Board of Appeal and Equalization and Truth in Taxation as listed below: (R references the Regular meeting of the month and S references a Special meeting)

January 8 th	9:00 a.m.	R	
January 22 nd	9:00 a.m.	S	
February 5 th	9:00 a.m.	S	
February 12 th	9:00 a.m.	R	
February 26 th	9:00 a.m.	S	
March 5 th	9:00 a.m.	S	
March 12 th	9:00 a.m.	R	
March 26 th	9:00 a.m.	S	
April 2 nd	9:00 a.m.	S	
April 9 th	9:00 a.m.	R	
April 23 rd	9:00 a.m.	S	
May 7 th	9:00 a.m.	S	
May 14 th	9:00 a.m.	R	
May 28 th	9:00 a.m.	S	
June 4 th	9:00 a.m.	S	
June 11 th	3:00 p.m.	R	Board of Appeal & Equal. Hearing at 6:30 p.m.
June 25 th	9:00 a.m.	S	
July 2 nd	9:00 a.m.	S	
July 9 th	9:00 a.m.	R	
July 23 rd	9:00 a.m.	S	
August 6 th	9:00 a.m.	S	
August 13 th	9:00 a.m.	R	
August 27 th	9:00 a.m.	S	
September 3 rd	9:00 a.m.	S	
September 10 th	9:00 a.m.	R	
September 24 th	9:00 a.m.	S	
October 1 st	9:00 a.m.	S	
October 8 th	9:00 a.m.	R	
October 22 nd	9:00 a.m.	S	
November 5 th	9:00 a.m.	S	
November 12 th	9:00 a.m.	R	
November 26 th	9:00 a.m.	S	
December 3 rd	3:00 p.m.	R	Truth in Taxation Hearing at 6:30 p.m.
December 17 th	9:00 a.m.	S	
December 24 th	9:00 a.m.	S	

On motion by Lentz and seconded by Peterson, the Board unanimously approved the 2019 per diem rate at \$45.00/day as prescribed by law.

On motion by Prestby and seconded by Peterson, the Board unanimously set the 2019 mileage reimbursement rate for use of private vehicle for official County business at the Federal Internal Revenue Service (IRS) rate. It was noted that the current IRS rate is \$0.580 per mile and reimbursements would follow any 2019 Federal changes to the rate.

On motion by Dahl and seconded by Peterson, the Board unanimously approved to set the 2019 hourly rate for temporary entry-level office help in appointed offices at Grade 1/Step 1 at \$12.9059/ hour in accordance with the 2018 non-union pay plan (continuing with the current) and adjust based upon future compensation study amendments.

A motion was made by Dahl and seconded by Peterson to set the County Commissioner's annual 2019 salary at \$23,115.00. The Chair called for a vote: Commissioners voting "aye": Prestby, Bakke, Peterson and Dahl. Commissioners' voting "nay": Lentz. The motion prevailed.

A motion was made by Dahl and seconded by Peterson to set the Sheriff's annual 2019 salary at \$100,000.00. In addition, the Sheriff will receive a total of \$6,000/year for the Emergency Management duties for a total of \$106,000.00 for the annual 2019 salary. The Chair called for a vote: Commissioners voting "aye": Peterson and Dahl. Commissioners' voting "nay": Prestby, Bakke, Lentz. Motion failed.

A motion was made by Prestby to set the Sheriff annual 2019 salary at \$95,000.00. In addition, the Sheriff will receive a total of \$6,000/year for the Emergency Management duties for a total of \$101,000.00 for the annual 2019 salary. The motion failed for lack of a second.

A motion was made by Dahl to set the Sheriff annual 2019 salary at \$99,000.00. In addition, the Sheriff will receive a total of \$6,000/year for the Emergency Management duties for a total of \$105,000.00 for the annual 2019 salary. The motion failed for lack of a second.

A motion was made by Dahl and seconded by Peterson to set the Sheriff annual 2019 salary at \$97,500.00. In addition, the Sheriff will receive a total of \$6,000/year for the Emergency Management duties for a total of \$103,500.00 for the annual 2019 salary. The Chair called for a vote: Commissioners voting "aye": Dahl, Peterson and Bakke. Commissioners' voting "nay": Prestby, Lentz. The motion prevailed to set the salary for the Sheriff at \$103,500.00, who will take office in 2019 in accordance with MN Statutes 384.151; 386.015; 387.20 and 388.18.

A motion was made by Prestby to set the Auditor/Treasurer annual 2019 salary at \$75,600.00. The motion failed for lack of a second.

A motion was made by Dahl and seconded by Bakke to set the Auditor/Treasurer annual 2019 salary at \$77,500.00. The Chair called for a vote: Commissioners voting "aye": Dahl, Peterson, Lentz and Bakke. Commissioners' voting "nay": Prestby. The motion prevailed to set the salary for the Auditor/Treasurer at \$77,500.00, who will take office in 2019 in accordance with MN Statutes 384.151; 386.015; 387.20 and 388.18.

On motion by Prestby and seconded by Dahl, the Board unanimously set the salary for the County Recorder at \$71,600.00, who will take office in 2019 in accordance with MN Statutes 384.151; 386.015; 387.20 and 388.18.

A motion was made by Prestby and seconded by Dahl to set the County Attorney annual 2019 salary at

\$113,000.00. The Chair called for a vote: Commissioners voting “aye”: Dahl, Peterson, Prestby and Bakke. Commissioners’ voting “nay”: Lentz. The motion prevailed to set the salary for the County Attorney at \$113,000.00, who will take office in 2019 in accordance with MN Statutes 384.151; 386.015; 387.20 and 388.18.

On motion by Lentz and seconded by Dahl, the Board unanimously approved reimbursement of expenses for veteran organization ceremonies. Noting that each American Legion Post or Veterans of Foreign Wars Post of Fillmore County, making application for said appropriation for defraying expenses of Memorial Day exercises for 2019, shall be granted \$75.00. Before such grants are made, the Post must furnish evidence that public exercises were held. In cities where both an American Legion Post and Veterans of Foreign Wars Post exist, the Post sponsoring the exercise shall receive the entire grant of \$75.00, whereas each city can only apply for one appropriation of \$75.00.

On motion by Lentz and seconded by Dahl, the Board unanimously approved to authorize elected officials, department heads and division leaders overnight stays to attend their respective annual Association of Minnesota Counties conferences and other meetings.

(LIST)

On motion by Lentz and seconded by Peterson, the Board unanimously approved County payment for flu shots for County employees to be provided as an employee benefit and in the event of flu shot shortages, only those qualifying under MN guidelines would be immunized. Bakke noted that he thinks all public employees should have them and that staff should be promoting options to fellow employees.

John DeGeorge, Sheriff, was present.

On motion by Dahl and seconded by Peterson, the Board unanimously approved the 2019 Chief Deputy Contract with Lance Boyum.

On motion by Lentz and seconded by Dahl, the Board unanimously approved the 2019 Chief Deputy Salary at \$83,237.15.

Sheriff DeGeorge recognized the appointment of Phil Whitacre to position of Captain, noting how the investigative team was created and at that time Phil Whitacre was Sergeant with DeGeorge as Captain. The Board offered congratulations and thanks to Captain Whitacre.

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

RESOLUTION 2019-004: Approved signatures for Jail Canteen Account

Kevin Olson, Social Services Manager, was present.

On motion by Lentz and seconded by Dahl, the Board unanimously approved the Juvenile Justice Screening Grant funds in the amount of \$11,270.00.

Heidi Jones, Auditor/Treasurer, was present.

On motion by Prestby and seconded by Dahl, the Board unanimously approved to update authorized signatures on account with the Financial Institutions. Authorized signatures will be Heidi Jones, Auditor/Treasurer; Lori Affeldt, Carrie Huffman, Sherida Newgard and Sarah Mensink, Deputy Auditors.

Kristina Kohn, Human Resources, was present.

On motion by Dahl and seconded by Peterson, the Board unanimously approved to hire Troy Soiney as Maintenance Specialist at Local #49 step 1 effective January 9, 2019 as recommended by the Hiring Committee.

On motion by Dahl and seconded by Lentz, the Board unanimously approved to extend the 2018 Non-Union pay chart into 2019 and use last years' numbers for the pay plan.

On motion by Dahl and seconded by Lentz, the Board unanimously approved to extend the 2018 Merit pay chart into 2019.

A motion was made my Lentz to eliminate phone stipends for Fillmore County employees. The motion failed for lack of a second.

A motion was made by Dahl and seconded by Prestby to approve the 2019 phone stipend list. The Chair called for a vote: Commissioners voting "aye": Dahl, Peterson, Prestby and Bakke. Commissioners' voting "nay": Lentz. The motion prevailed.

LIST

On motion by Lentz and seconded by Dahl, the Board unanimously approved to hire Katelyn Melder, replacement full time dispatcher, effective January 25, 2019 at Law Enforcement Labor Services, Inc. (LELS), Local No. 85, Step 1 (0-6 months) as recommended by the Hiring Committee.

On motion by Lentz and seconded by Peterson, the Board unanimously approved the resignation request from Emily Root, Public Health Nurse, effective January 22, 2019 and thanked her for her service to Fillmore County.

On motion by Lentz and seconded by Dahl, the Board unanimously approved the resignation request from Sara Peterson, Registered Nurse, effective January 22, 2019 and thanked her for her service to Fillmore County.

On motion by Dahl and seconded by Lentz, the Board unanimously approved to advertise for two (2) replacement nursing positions; a full-time and a .5 FTE as recommended by the Personnel Committee.

On motion by Dahl and seconded by Lentz, the Board unanimously approved the draft changes to the Emergency Manager position, noting that the position would move from an Emergency Manger / Assistant Jail Administrator to an Emergency Manager / Deputy Sheriff as recommended by Sheriff DeGeorge and the Personnel Committee. This will be presented to the LELS Union for a possible change to the contract.

On motion by Prestby and seconded by Dahl, the Board unanimously approved the changes in staffing levels for the Sheriff's Office Intermittent staffing as recommended by the Sheriff and the Personnel Committee.

The Chair recessed the meeting at 10:48 a.m. and resumed back in session at 10:55 a.m.

Cristal Adkins, Zoning Administrator, was present.

A motion was made by Dahl and seconded by Peterson to adjust the late fee from \$250 to \$500. The Chair called for a vote: Commissioners voting "aye": Dahl, Peterson, Prestby and Bakke. Commissioners' voting "nay": Lentz. The motion prevailed.

On motion by Bakke and seconded by Peterson, the Board unanimously approved to set all Subsurface Sewage Treatment System (SSTS), installed by a licensed installer, fees at \$350.

On motion by Dahl and seconded by Peterson, the Board unanimously approved to set all Subsurface Sewage Treatment System (SSTS), installed by the homeowner, fees at \$700.

On motion by Dahl and seconded by Lentz, the Board unanimously approved the proposed updates to Section 8.03 in Subsurface Sewage Treatment System (SSTS) Ordinance.

Coordinator Vickerman continued with her agenda items.

Vickerman will bring the request to adopt 2019 Committee appointments to the next Board meeting.

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

RESOLUTION 2019-003: Use of website as alternative method to disseminate bids

On motion by Lentz and seconded by Dahl, the Board unanimously approved the Delegates for 2019 for Association of Minnesota Counties and Policy Committees.

(LIST)

On motion by Lentz and seconded by Prestby, the Board unanimously approved designation of bank depositories effective January 8, 2019 through May 7, 2019, noting that a bank will be approved from the Request for Proposals at the May 7th meeting.

On motion by Lentz and seconded by Peterson, the Board unanimously approved Coordinator Vickerman to continue to attend the Southeast Minnesota Public Leadership Growth Group Training in 2019 in the amount of \$600 plus the cost of books associated with training.

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

Upcoming meetings were discussed. Prestby/Peterson – Safety and Emergency Management – update on Courthouse Security, AED/CPR training, 2019 goals, and numbering doors.

On motion by Dahl and seconded by Prestby, the Chair adjourned the meeting at 11:30 a.m.