

**FILLMORE COUNTY COMMISSIONERS' MINUTES**

**March 26, 2019**

This is a preliminary draft of the March 26, 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.

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The Board of County Commissioners of Fillmore County, Minnesota met in regular session this 26<sup>th</sup> day of March, 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, Randy Dahl, and Mitch Lentz. Also present were: Bobbie Vickerman, Coordinator/Clerk; Sarah Monroe, Victim Services; Brett Corson, County Attorney; Kristina Kohn, Human Resources Officer; Jessica Erickson, Director of Nursing; Brenda Pohlman, Public Health Educator; Marty Walsh, Economic Development Authority; Andrew Hatzenbihler, Solid Waste Administrator; Ron Gregg, Highway Engineer; Jeff Brand, Surveyor; Heidi Jones, Auditor/Treasurer; Kevin Beck; Jordan Fontanello; Rhonda Steenblock, 1Source Representative; Brian Hoff, Land Records Director; David Kiehne, Recorder; John DeGeorge, Sheriff; Bonita Underbakke; Nancy Bertrud; Gretchen Mensink, Republican Leader, and Karen Reisner, Fillmore County Journal.

The Pledge of Allegiance was recited.

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

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

1. March 12, 2019 County Board minutes as presented.
2. Unpaid Administrative Leave for employee #1445 effective 3/26/19 for up to three (3) months as recommended by the Personnel Committee

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

**WARRANTS**

The Auditor's warrants were reviewed.

Sarah Monroe, Victim Services, was present.

On motion by Dahl and seconded by Lentz, the Board unanimously approved the proclamation and activities planned for Sexual Assault Awareness Month (SAAM). The Board thanked Sarah for all the work that she does.

Brett Corson, County Attorney, was present.

On motion by Lentz and seconded by Dahl, the Board unanimously approved the City Prosecutor Agreements with the cities of Fountain and Mabel.

Discussion was held regarding the Preston Oil Products building. By consensus, the Board asked County Attorney Corson and committee to work with the group on a possible agreement to present to the Board.

The Citizen's Input portion of the meeting was opened and closed at 9:36 a.m. as no one was present to speak.

Discussion was held regarding the Quit Claim Deed request that Attorney Corson presented. Lentz noted that he did not feel this resolution was in the best interest of the County.

A motion was made by Dahl and seconded by Prestby to adopt the following resolution:

**RESOLUTION 2019-014: Quit Claim Deed**

The Chair called for a vote: Commissioners voting “aye”: Prestby, Dahl and Bakke. Commissioners’ voting “nay”: Lentz. The motion prevailed.

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

**RESOLUTION 2019-015: Nuisance Abatement Recovery Costs**

Kristina Kohn, Human Resources Officer, was present.

On motion by Lentz and seconded by Dahl, the Board unanimously approved the request to hire Jackson Rindels for the temporary summer position in the highway department effective May 6, 2019 at Grade 3/Step 1 as requested by the County Engineer and as recommended by the Personnel Committee.

Human Resources Officer Kohn presented the first reading of the draft updates to the Early Retirement Incentive Program (ERIP) policy. She will bring the policy back for a second reading.

On motion by Dahl and seconded by Prestby, the Board unanimously approved the request to hire intermittent deputy Todd Ragan at Grade 11/Step 1 effective April 1, 2019 as requested by the Sheriff and as recommended by the Hiring Committee.

The first reading of proposed Breastfeeding policy was reviewed.

Jessica Erickson, Director of Nursing, was present.

Director of Nursing Erickson noted that Dietician Holst was offered the opportunity to attend a training in San Diego, California called “Streamlining WIC Certification Practices.” Holst was selected to represent the entire State of Minnesota for the WIC program. Erickson noted that the hotel, airfare and mileage were all approved reimbursements and at this time it was noted that the County would only have to cover her time and meals, although Erickson noted that she thought meals were covered as well.

On motion by Dahl and seconded by Lentz, the Board unanimously approved the out of state travel and overnight request for Jessica Holst, Registered Dietician, as recommended by the Director of Nursing.

Director of Nursing Erickson noted that Fillmore County was approved to be added to the Evidence Based Home Visiting Grant Program that she had requested to apply for.

On motion by Dahl and seconded by Lentz, the Board unanimously approved to use the Statewide Health Improvement Partnership (SHIP) dollars for a partnership with Mower and Freeborn on Southern Minnesota Education Consortium (SMEC).

On motion by Lentz and seconded by Dahl, the Board unanimously approved to use the SHIP dollars for an overnight stay for Brenda Pohlman, Public Health Educator, to attend Super Shelf Training.

On motion by Dahl and seconded by Lentz, the Board unanimously approved to use the SHIP dollars for the Breastfeeding project for the County offices and the Mabel-Canton School Physical Activity and Health Eating Equipment.

On motion by Dahl and seconded by Lentz, the Board unanimously approved the Public Health department to offer to the entire County to be a part of the “Choose Hope” t-shirt fundraiser, representing the fight against all

cancers. Director of Nursing Erickson will make sure all County employees have the opportunity to purchase the shirts if they choose to.

Marty Walsh, Community and Business Development Specialist, was present.

On motion by Lentz and seconded by Prestby, the Board unanimously approved the 2018 Annual Report and thanked Marty for his dedication and service to the County.

Andrew Hatzenbihler, Solid Waste Administrator, was present.

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

**RESOLUTION 2019-016:** Funds for Educational Program from Winneshiek County Solid Waste Agency

The Chair recessed the meeting at 10:26 a.m. and resumed back in session at 10:35 a.m.

Ron Gregg, Highway Engineer was present.

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

**RESOLUTION 2019-017:** Transportation Funding

Commissioners Bakke and Prestby gave the Highway Committee report. The committee reviewed upcoming projects; discussed tandem truck, may need additional expenditures.

Heidi Jones, Auditor/Treasurer, was present.

Coordinator Vickerman noted that the first agenda item, request for proposals (RFP) for primary financial institution under Auditor/Treasurer Jones, was an action item that was approved by the Board in December when Vickerman was acting as Auditor/Treasurer and passed onto Auditor/Treasurer Jones. Jones noted that the RFP process could be a lengthy process and a costly process. Jones stated that with her being new and with her recent turnover with staff, the time it would take to properly compare banks would be difficult. Jones noted she had worked with the Finance Committee and they had recommended to the Board to hold off on the RFP process for a year. Commissioner Lentz expressed his disappointment that no action was taken since the December motion. It was recommended to examine this further at the next Finance Committee meeting to discuss an appropriate document that would give the information for the bid, noting that the action item is still approved and could be done in the future.

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

**RESOLUTION 2019-018:** Absentee Ballot

Bobbie Vickerman, County Coordinator, was present.

Coordinator Vickerman noted that on Monday night, March 25<sup>th</sup>, Land Records Director Hoff had sent out an email to all commissioners and department heads involved with the Taxpayer Services area. Vickerman noted that she immediately forwarded the email to the Press to prevent an open meeting violation and asked that no one reply all. She reiterated that all correspondence goes through the Coordinator's office so that we can prevent any possibility of an open meeting violation. It was noted by Bakke that an email sent on a Monday night before a meeting may not be read by Commissioners and as a result will not be discussed or acted upon. Vickerman reviewed what was discussed at the last meeting regarding option 1 and the painting that was being done. She noted that the Land Records team moved into their respective places. Bakke noted that he had sent an email out to the group of Taxpayer Services Department Heads asking them to work together to make things happen and his hope would be to find a completed and functioning situation when returned from being out of

town; but noted "that obviously didn't happen." Discussion ensued regarding the location. No action was taken.

On motion by Lentz and seconded by Dahl, the Board unanimously approved 1Source as the main purchasing company from July 1, 2019 through June 30, 2020 for all county supplies as recommended by County Coordinator Vickerman, noting that the support, price matching and communication would be worth authorizing an additional year of centralized purchasing with this vendor.

A review of the calendar was done and the following committee reports and announcements were given: Community Services – Lentz and Dahl; Lentz went to District 3 and District 1 township meetings and shared the highway project maps; Lentz – Joint Communications Board, Emergency Radio Board and Workforce Development – replacing director; Lentz/Prestby – Law Enforcement; Lentz – Zumbro Valley Health; and Bakke/Prestby – Dodge-Fillmore-Olmsted Joint Powers – ahead of budget discussed and phone reporting system fees.

On motion by Lentz and seconded by Dahl, the meeting was closed at 11:26 a.m. pursuant to Minn. Statute 13D.03, for Law Enforcement Labor Services, Inc. (LELS), Local #85, union negotiations. All members were present. Also present were Bobbie Vickerman, Coordinator/Clerk; Kristina Kohn, Human Resources Officer; and John DeGeorge, Sheriff.

On motion by Dahl and seconded by Lentz, the Chair adjourned the closed meeting.

The Chair reopened the meeting.

Coordinator Vickerman noted that the closed meeting was to discuss the upcoming negotiations and review the request made by LELS, Local #85.

Commissioner Bakke updated the board regarding Historical Society – upcoming retirement of the director and proposed Paid Time Off (PTO) pay out.

On motion by Lentz at and seconded by Dahl, the Chair adjourned the meeting at 12:35 p.m.