

FILLMORE COUNTY COMMISSIONERS' MINUTES

February 12, 2019

This is a preliminary draft of the February 12, 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 regular session this 12th day of February, 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; Kristina Kohn, Human Resources Officer; Heidi Jones, Auditor/Treasurer; Jessica Erickson, Director of Nursing; Daniel Dornink, Deputy Sheriff; Kelli Jo Dornink, Social Worker; Teri Root, Eligibility Worker; Wendy Ebner, Social Services Supervisor; Diane Olson, Fiscal Officer; Brett Corson, County Attorney; Jason Marquardt, Veteran Services Officer; Cristal Adkins, Zoning Administrator; Brian Hoff, Land Records Director/Assessor; Jamie Fenske, Jail Administrator; Lance Boyum, Chief Deputy; David Kiehne, Recorder; Greg Melartin, Jailer; Renee Zachman, Law Enforcement Labor Services (LELS) Union Representative; Kimberly McCabe, Eligibility Worker; Kurt Njos, Social Worker; Bonita Underbakke 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 agenda.

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

- 1. February 5, 2019 County Board minutes as presented.

On motion by Prestby and seconded by Dahl, the Board unanimously approved payment of the following Commissioners' warrants:

WARRANTS

The Auditor's warrants were reviewed.

Jessica Erickson, Director of Nursing, was present.

Erickson reviewed the 2018 Community Health Board Expenditures for Fillmore County, Houston County and as a Joint Board. She noted that this report will be on the agenda for the February 26th Joint Board of Health meeting.

Bobbie Vickerman, Coordinator, was present.

On motion by Dahl and seconded by Lentz, the Board unanimously approved the Adult and Children's Mobile Crisis Grant Cooperative Agreement for 2019-2020.

On motion by Dahl and seconded by Lentz, the Board unanimously approved the 2017 audit.

On motion by Dahl and seconded by Lentz, the Board unanimously approved the payment of \$1,485.00 to Astrophysics for roller tables for Courthouse Security.

On motion by Prestby and seconded by Dahl, the Board unanimously recommended that the Auditor/Treasurer designate the Assessor duties to Brian Hoff, per statute.

Coordinator Vickerman updated the Board with reference to Taxpayer Services.

Kristina Kohn, Human Resources Officer, was present.

On motion by Dahl and seconded by Lentz, the Board unanimously approved the resignation from Carrie Huffman, Accounting Technician, effective February 15, 2019 and thanked her for eleven (11) years of service.

On motion by Dahl and seconded by Prestby, the Board unanimously approved to continue with current advertisement for a replacement Accounting Technician as requested by the Auditor/Treasurer and as recommended by the Personnel Committee.

On motion by Prestby and seconded by Dahl, the Board unanimously approved to hire Dalton Bellock, based on the LELS pay plan, as replacement full time deputy effective February 26, 2019 as requested by Sheriff DeGeorge and as recommended by the hiring committee.

On motion by Dahl and seconded by Lentz, the Board unanimously approved to hire Kayla Pierce at step 1 of current grade as Accounting Technician in Land Records effective March 18, 2019 as recommended by the hiring committee.

On motion by Lentz and seconded by Dahl, the Board voted unanimously to adopt the Compensation Study as recommended by David Drown & Associates and Classification and Compensation Plan Committee.

A motion was made by Dahl and seconded by Lentz to implement a 2% market adjustment/cost of living increase to the pay plan. Discussion ensued regarding an effective date. Chair Bakke rejected the motion and asked for an all-inclusive motion.

A motion was made by Bakke and seconded by Prestby to implement the compensation study pay plan and an additional 2% market adjustment/cost of living increase retroactive to January 1, 2019. The Chair called for a vote: Commissioners voting "aye": Bakke, Peterson and Dahl. Commissioner voting "nay": Lentz. The motion prevailed.

On motion by Lentz and seconded by Prestby, the Board voted unanimously to implement the Hard Freeze Option for employees who, through the study, currently exceed their pay level, until the pay plan catches up to their wage.

Continuing maintenance of the Pay Plan was discussed. By consensus of the Board, it was decided to follow the previous practice of reviewing position descriptions at 25% per year and utilize the new consultant to assist with this process as needed.

A review of the calendar was done and the following committee reports and announcements were given: Semcac meeting cancelled due to the weather. Lentz – Emergency Radio Board, Development Achievement Center (DAC) – financially working to get back to operating. Prestby/Bakke – Solid Waste - hauler licenses, hauler fee updates, Winneshiek County Landfill appliances from loads will be charged, apply for Winneshiek County grant, credit card machine at Resource Recovery Center and Revolution Plastics dumpster discussion.

The Chair recessed the meeting at 10:26 a.m. and resumed back in session at 10:33 a.m.

On motion by Prestby and seconded by Lentz, the meeting was closed at 10:33 a.m. pursuant to MN Statute 13D.05, subd.2 (b), regarding employee discipline action. All members were present. Also present were Bobbie Vickerman, Coordinator/Clerk; Kristina Kohn, Human Resources Officer; Lance Boyum, Chief Deputy;

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Jamie Fenske, Jail Administrator; Greg Melartin, Jailer; Renee Zachman, LELS Union Representative; and Daniel Dornink, Deputy Sheriff.

The Chair reopened the meeting at 11:35 a.m.

On motion by Lentz and seconded by Dahl, the Board supports the imposed disciplinary action.

On motion by Lentz and seconded by Prestby, the Chair adjourned the meeting at 11:43 a.m.