

FILLMORE COUNTY COMMISSIONERS' MINUTES

July 23, 2019

This is a preliminary draft of the July 23, 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 special session this 23rd day of July, 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; Ron Gregg, Highway Engineer; Cristal Adkins, Zoning Administrator; Kristina Kohn, Human Resources Officer; Marla Stanton, Assistant County Attorney; Lori Affeldt, Account Technician Lead; Heidi Jones, Auditor/Treasurer; Jessica Erickson, Director of Nursing; Kevin Olson, Social Services Manager; Jason Marquardt, Veteran Services Officer; John DeGeorge, Sheriff; Kevin Beck; Bonita Underbakke; Anne Marie Flynn, Ferne Brewster, Susan Ritter, Karen Reisner, Fillmore County Journal; and Gretchen Mensink-Lovejoy, Republican Leader.

The Pledge of Allegiance was recited.

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

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

- 1. July 9, 2019 County Board minutes as presented.

On motion by Prestby, seconded by Dahl, the Board unanimously approved the Commissioner warrants.

The Auditor's warrants were reviewed.

Ron Gregg, Highway Engineer, was present.

On motion by Dahl, seconded by Prestby, the Board unanimously approved the Thompson Pit Agreement.

On motion by Dahl, seconded by Lentz, the Board voted unanimously to award the Bridge No. 23514 replacement project SAP 023-601-030 to Minnowa Construction with the low bid of \$653,773.50.

Bakke/Prestby gave a Highway report: Reviewed projects that are complete and projects that are beginning in August, Flashing signs near schools looking to Towards Zero Deaths funding to see if any available, speed signs requested for County Road 1.

The citizens input portion of the meeting opened at 9:33 a.m.

Anne Marie Flynn extended an invite to the candidate forum for District 3 County Commissioner Election to be held on Saturday, August 3rd at 10:30 a.m. in the Spring Valley Community Center. Please send in any questions you would like asked at the forum.

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

Cristal Adkins, Zoning Administrator, was present.

On motion by Dahl, seconded by Lentz, the Board unanimously approved an access permit for a new field drive for Philip & Ruth Abrahamson, Section 2 of Holt Township as recommended by the Highway Engineer and Zoning Administrator.

On motion by Dahl, seconded by Prestby, the Board unanimously approved an access permit for a new drive for Beverly O'Byrne, Section 33 of Jordan Township as recommended by the Highway Engineer and Zoning Administrator.

On motion by Lentz, seconded by Dahl, the Board unanimously approved to set a public hearing regarding reviewing the proposed updated Floodplain Ordinance and FEMA maps on August 6th at 9:35 a.m. at the County Board meeting.

Kristina Kohn, Human Resources Officer, was present.

On motion by Prestby and seconded by Dahl, the Board unanimously approved the second reading as the final version of the Severance Pay policy.

On motion by Dahl, seconded by Lentz, the Board unanimously approved to hire Amy Hershberger as replacement Child Support Officer at Grade 9/Step 1, \$22.48/hour, effective August 16, 2019 as recommended by the Hiring Committee, noting that the employee is subject to a new probationary period in accordance with Personnel Policy 2.05.

On motion by Dahl, seconded by Lentz, the Board unanimously approved to reclassify Vicky Topness, Office Support Specialist, grade 5/step 9 to Office Support Specialist, Sr., grade 6/step 3, effective the first pay period of 2020 as recommended by David Drown & Associates.

On motion by Dahl, seconded by Lentz, the Board unanimously approved to hire Kristine Oman as replacement Office Support Specialist, Sr. at Grade 6/Step 1, \$19.79/hour, effective August 13, 2019 as requested by the Coordinator and recommended by the Hiring Committee.

On motion by Prestby, seconded by Dahl, the Board unanimously approved the creation of a Finance Department effective August 1, 2019 and to be fully implemented by September 3, 2019 as recommended by the Personnel Committee.

On motion by Bakke and seconded by Dahl, the following resolution was unanimously adopted:
RESOLUTION 2019-030: Create and define authority of Finance Department

On motion by Prestby, seconded by Lentz, the Board voted unanimously to submit the Finance Director position description to David Drown & Associates for evaluation and placement on current pay plan.

On motion by Dahl, seconded by Lentz, the Board unanimously approved promoting Lori Affeldt, Accounting Technician Lead, to the position of Finance Director at step 1 effective August 1, 2019.

On motion by Prestby, seconded by Lentz, the Board unanimously approved to transfer Sarah Mensink, Accounting Technician, from the Assessor's Office to the Finance Department effective August 1, 2019.

Bobbie Vickerman, County Coordinator presented the Consumer Price Index, noting that the CPI for April was 2% for budgeting purposes.

A review of the calendar was done and the following committee reports and announcements were given:
Dahl/Lentz – Community Services reviewed shared programs with Houston County Joint Board of Health, appointment task force members, discussion regarding Mayo Clinic and VA reimbursements after September 1, Deputies using the VA mental health training

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Lentz/Bakke – World War 1 rededication for the Fillmore County Fair

Lentz - Emergency Communications – four teleconferences.

Bakke – Local Government Water Roundtable; LESSARD – SAMS Outdoor Heritage Council letter received;

Historical Society – new staff moving forward on policies

Vickerman was asked to provide a report every meeting regarding the Finance Department Transition.

On motion by Dahl and seconded by Lentz, the Chair adjourned the meeting at 10:57 a.m.