

**FILLMORE COUNTY COMMISSIONERS' MINUTES**

**May 14, 2019**

This is a preliminary draft of the May 14, 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 14<sup>th</sup> day of May, 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; Cristal Adkins, Zoning Administrator; Kevin Olson, Social Services Manager; John DeGeorge, Sheriff; Ron Gregg, Highway Engineer; Kristina Kohn, Human Resources Officer; Brian Hoff, Land Records Director/Assessor; Bonita Underbakke; Jordan Fontenello; Kevin Beck; Gretchen Mensink, Republican Leader; and Karen Reisner, Fillmore County Journal.

The Pledge of Allegiance was recited.

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

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

1. May 7, 2019 County Board minutes as presented.
2. Closing 1<sup>st</sup> Avenue SW/County Road 35 between Center Street W and 3<sup>rd</sup> Street SW for July 4<sup>th</sup> from 10:00 am – 7:00 pm for annual City of Harmony 4<sup>th</sup> of July activities as approved by Sheriff DeGeorge and Highway Engineer Gregg.

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

**WARRANTS**

The Auditor's warrants were reviewed.

Cristal Adkins, Zoning Administrator, was present.

On motion by Dahl, seconded by Bakke, the Board unanimously approved an access permit for a new driveway for Jerome and Janet Taubel in section 32 of Pilot Mound Township as recommended by the Highway Engineer and Zoning Administrator.

Kevin Olson, Social Services Manager, was present.

On motion by Dahl, seconded by Lentz, the Board unanimously approved the Fraud Prevention Investigation (FPI) Program, Regional Administrative Agency (RAA) Cooperative Agreement for 2020-2021.

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

**RESOLUTION 2019-022:** Authorizing Acceptance and Execution of Minnesota Housing Finance Agency Family Homeless Prevention & Assistance Program

John DeGeorge, Sheriff, was present.

On motion by Dahl and seconded by Lentz, the Board unanimously approved the lease of a 2019 Dodge Charger Police Package squad car through Enterprise Fleet Management with a total monthly lease payment of \$536.86 for 48 months.

On motion by Dahl, seconded by Prestby, the Board unanimously approved Watch Guard, MPH Industries, Emergency Automotive Technologies and Kelly Printing & Signs for a not to exceed amount of \$17,000 for the purchase of equipment and setup.

On motion by Prestby, seconded by Dahl, the Board unanimously approved the lease of a 2019 Dodge Charger SXT administrative car through Enterprise Fleet Management with a total monthly lease payment of \$493.03 for 60 months.

On motion by Dahl, seconded by Prestby, the Board unanimously approved Emergency Automotive Technologies, Inc. and Kelly Printing and Signs for a not to exceed amount of \$5,500 for the purchase of equipment and setup.

Citizen's Input portion of the meeting was opened and closed at 9:37 a.m., as no one was present to speak.

Ron Gregg, Highway Engineer, was present.

On motion by Dahl, seconded by Lentz, the Board unanimously approved awarding the bridge replacement project SAP 023-604-005 to the low responsible bidder, Alcon Construction Corporation, in the amount of \$261,465.80. The bridge being replaced is No. 7955 on CSAH 4, a half mile west of Washington.

On motion by Prestby, seconded by Dahl, the Board unanimously approved the purchase of VRS Technology upgrade for the Highway Department for use in gathering survey data. The cost is \$8,303.00, to be paid with Unallocated Recorder's Funds as recommended by the Technology/Land Use/GIS Committee.

On motion by Dahl, seconded by Lentz, the Board unanimously approved to advertise for the replacement of Bridge No. 23514 on CSAH No. 1 north of Ostrander, MN SAP 023-601-030.

Engineer Gregg was asked about the Pro-Stall Auto Glass invoice for windshield glass for four sterling trucks and whether insurance covered the cost. Gregg noted that there is a \$1,000 deductible for each vehicle and the only option that can be used without using the deductible is to install used glass for which he felt this was not an option.

Kristina Kohn, Human Resources, was present.

On motion by Dahl, seconded by Lentz, the Board unanimously approved the request to hire Annalisa Pendl as temporary summer Office Support Specialist in the Veteran Services/Extension Office with salary set at Grade 5/Step 1, \$16.56/hour, effective Tuesday, May 21, 2019 as recommended by the Veteran Services Officer and the 4-H Coordinator.

On motion by Lentz, seconded by Dahl, the Board unanimously approved the updates to the Department Head Evaluation form.

On motion by Lentz, seconded by Dahl, the Board unanimously approved the request to advertise simultaneously in-house and publicly for a full-time Registered Nurse in the Public Health Department as requested by the Director of Nursing. Applications will be received in the Coordinator's Office until position is filled.

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On motion by Dahl, seconded by Lentz, the Board unanimously approved the request for Coordinator Vickerman to attend Data Practices training located in St. Cloud provided by Minnesota Counties Intergovernmental Trust (MCIT), with one overnight stay due to location.

There was discussion regarding all-County trainings and computer usage. Vickerman will bring back to the board a list of trainings and some suggestions for password changes for computers.

Vickerman provided an update regarding 4-H Program Coordinator position at Fillmore County, noting that Rebecca Lofgren, the current 4-H Program Coordinator has turned in her resignation and the University of Minnesota is seeking out a replacement.

On motion by Dahl, seconded by Prestby, the Board approved the appointment of Commissioner Lentz to the Bluff Country Housing and Redevelopment Authority (BCHRA) Board.

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

Bakke - Fillmore County Task Force – outreach and presentation for youth regarding sexting and smart phone use; chemical dependency contract was in place but has been terminated by provider, DFO is looking for a replacement; Olmsted County is looking at an existing structure as a possible probation violation correctional facility.

Prestby - Safety/Emergency Management – reviewed hazard mitigation list; no injuries to report; department inspections - there are only two left; update on safety conference; tornado drill will be rescheduled.

Dahl/Lentz - Community Services – discussed the Social Services and Public Health items today. Veteran Services had a grant update and Purple Heart proclamation; and Registered Nurse hire.

Dahl - SEMCAC – Director of Senior Services presented to the Board and new Director of Senior Dining; report on search for new director; Kasson transportation building is about 85% complete.

Lentz – Development Achievement Center.

On motion by Lentz and seconded by Dahl, the Chair adjourned the meeting at 10:32 a.m.