

FILLMORE COUNTY COMMISSIONERS' MINUTES

August 13, 2019

This is a preliminary draft of the August 13, 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 13th day of August, 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; Paul Hajduk, MCIT Risk Management Consultant; Laura Christensen, SWCD District Administrator; Sara Sturgis, Fillmore County History Center Director; Jeff Brand, Surveyor; Jessica Erickson, Director of Nursing; Ron Gregg, Highway Engineer; Kristina Kohn, Human Resources Officer; Dave Kiehne, Recorder; Brett Corson, County Attorney; Kevin Olson, Social Service Manager; Diane Olson, Social Service Fiscal Officer; Lori Affeldt, Financial Director; Marla Stanton, Assistant County Attorney; Brian Hoff, Assessor; Bonita Underbakke; Susan Ritter; Anne Marie Flynn; Karen Reisner, Fillmore County Journal; and Gretchen Mensink-Lovejoy, Republican Leader.

The Pledge of Allegiance was recited.

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

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

- 1. August 6, 2019 County Board minutes
- 2. Successful completion of probation for Donald Bray, Courthouse Security Officer effective 7/18/19 as recommended by the Sheriff
- 3. Successful completion of probation for Cristal Smith, Intermittent Dispatcher, effective 6/1/19 as recommended by the Sheriff

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

The Auditor's warrants were reviewed.

Paul Hajduk, MCIT Risk Management Consultant reviewed the annual MCIT report.

Dave Kiehne, Recorder presented the proposed 2020 budget for the Recorder's Department.

The Citizen's Input portion of the meeting was opened and closed at 9:44 a.m.

Laura Christensen, Soil & Water Conservation District (SWCD) Administrator presented their proposed budget for 2020. Christensen also reviewed the mission for SWCD and explained how their services are provided.

Sara Sturgis, Fillmore County History Center Director was present.

Sturgis introduced herself as the new Director and explained that she and the Assistant Director, Bretta Grabau, are busy learning about their new positions and connecting with members and other stakeholders of the Society. She updated the Board regarding the History Center strategic goals. They are working to improve patron experience and membership, noting that the genealogy hours and the business hours are now the same. Policies & procedures, committee descriptions, and board responsibilities are being worked on as well as efforts to improve the stability of the museum. Sturgis appreciates the support given by the County and is hoping for a continued support for the Historical Society for 2020.

Jeff Brand, Surveyor presented the proposed 2020 budget.

Kevin Olson, Social Services Manager was present.

On motion by Dahl, seconded by Lentz, the Board unanimously approved the Foster Care Transportation Agreement with Kingsland Schools for the 2019-2020 school year.

Kevin Olson and Diane Olson presented the proposed 2020 budget for the Social Services Department.

Jessica Erickson, Public Health Director of Nursing was present.

On motion by Dahl, seconded by Lentz, the Board unanimously approved the Memorandum of Agreement for Minnesota Vaccines for Children (MnVFC) Houston County.

On motion by Prestby, seconded by Lentz, the Board unanimously approved the Memorandum of Agreement for Minnesota Vaccines for Children (MnVFC) Wabasha County.

On motion by Lentz, seconded by Dahl, the Board unanimously approved the Memorandum of Agreement for Minnesota Vaccines for Children (MnVFC) Mower County.

On motion by Dahl, seconded by Lentz, the Board unanimously approved the Memorandum of Agreement for Minnesota Vaccines for Children (MnVFC) Goodhue County.

On motion by Prestby, seconded by Lentz, the Board unanimously approved the Memorandum of Agreement for Minnesota Vaccines for Children (MnVFC) Winona County.

Erickson presented the Public Health Department 2020 budget.

The Chair recessed the meeting at 10:25 a.m. and resumed back in session at 10:31 a.m.

Ron Gregg, Highway Engineer was present.

On motion by Prestby, seconded by Dahl, the Board voted unanimously to award the City of Wykoff reconstruction project SAP 023-605-035 to Alcon Excavating Inc., with the lowest bid for Option B of \$1,173,448.38 and construction to take place next year, May 2020, with the contingency that the City of Wykoff also agrees with this option.

Kristina Kohn, Human Resources was present.

Human Resources Officer Kohn presented the first reading of the draft updates to the "Work Hours and Attendance" policy. She will bring the policy back for a second reading.

On motion by Dahl, seconded by Lentz, the Board unanimously approved the request to advertise for replacement Case Aide in Social Services as requested by the Social Services Manager and recommended by the Personnel Committee.

On motion by Dahl, seconded by Lentz, the Board unanimously approved the classification setting of the Finance Director position at Grade 16 as recommended by David Drown & Associates.

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On motion by Lentz, seconded by Dahl, the Board unanimously approved the request to set the salary for Lori Affeldt, Finance Director to Grade 16/Step 1 effective August 1, 2019.

Bobbie Vickerman, Coordinator was present.

Following discussion, it was the consensus of the Board to continue to purchase toner for two of the desktop printers in the Assessor's Office.

On motion by Lentz, seconded by Prestby, the Board unanimously approved the policies and procedures of the Finance Department, as recommended by the County Coordinator and the Finance Director.

On motion by Prestby, seconded by Lentz, the Board unanimously approved the Finance Department to handle all warrants.

Discussion ensued regarding the move of Victim Services along with the Women's Shelter offices and creating of a small conference room in the space that was formerly the Zoning/Feedlot Department. Vickerman will check with the Women's Shelter to see if they are still interested in renting a space.

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

- Bakke asked the Board members to look over committees as new member will be at next meeting
- Solid Waste Bakke/Prestby – discussed getting another tractor, but have since removed from budget
- SEMCAC Dahl – Bus facility in Kasson is ready and reviewed annual report
- Emergency Communications Lentz – GIS big topic
- Election today – Canvassing Election Results Thursday at 9:00 am
- August 22nd, Planning & Zoning Commission meeting, Soil hearing

On motion by Prestby and seconded by Lentz the Chair adjourned the meeting at 12:08 p.m.