

PROCEEDINGS OF THE MURRAY COUNTY BOARD OF COMMISSIONERS
MURRAY COUNTY GOVERNMENT CENTER – SLAYTON, MINNESOTA
December 21, 2021 8:30 a.m.

Pursuant to notice, the Murray County Board of Commissioners convened with the following members present in person: Commissioners; Dennis Welgraven, James Kluis, Lori Gunnink, Molly Malone, and David Thiner. Also present in person was County Administrator, Thomas Burke, and General Assistant, Samantha McClellan. County Attorney, Travis Smith, via Zoom.

The Chairman asked if there were any additions to the agenda, several were added.

It was moved by Gunnink, seconded by Malone and passed to approve the agenda with additions.

No conflicts of interest were identified.

It was moved by Malone, seconded by Kluis and passed to approve the minutes from the December 14, 2021.

OPEN FORUM / PUBLIC COMMENT

No one was present for open forum.

DELEGATE AUTHORITY – YEAR END WARRANT BATCH APPROVAL

It was moved by Malone, seconded by Gunnink and passed to delegate authority to Heidi E. Winter, Auditor-Treasurer to approve any remaining eligible 2021 claims to be paid in an Auditor's warrant batch.

DITCH BILLS

It was moved by Gunnink, seconded by Kluis and passed to approve accepting the report of the petitions for payment, having been inspected for determining what repairs, if any, are necessary, the extent and nature of such repairs and a list of bills presented for payment that will enable said ditches to answer their purposes and to pay all bills contained within the report.

*THIS SPACE INTENTIONALLY LEFT BLANK.
DITCH BILLS CONTINUE ON
NEXT PAGE.*

Bolton & Menk

21-674-6260	CD 22	1,044.00	CD 22 Appeal - Enineering
21-706-6260	CD 41	504.00	CD 41 Improvement - Engineering
21-807-6260	JD 3	630.00	JD 3 Improvement - Engineering
21-810-810-6260	JD 6	162.00	JD 6 Improvement - Engineering
	Subtotal	<u>2,340.00</u>	

Rinke Noonan

21-868-6260	Admin	200.00	Monthly Retainer - Legal
	Subtotal	<u>200.00</u>	

Total Ditch Bills 2,540.00

SURPLUS PROPERTY

It was moved by Malone, seconded by Gunnink and passed to declare the 2 old xybix consoles as surplus property and authorize the sale on gov bid.

CD 87 LAKE SARAH 36 TILE CONCERNS W/ ROBERT MATHIOWETZ PRESENT

County Ditch Inspector, Travis Radke, was present with landowner Robert Mathiowetz to discuss County Ditch 87, Lake Sara Township, Section 36. Robert expressed concerns regarding where the tile runs on his property. Robert purchased the property fall of 2020 with plans to build a house. He had check with Jean Christoffels before purchasing to verify there would not be any building restrictions. Since then, a sink hole has opened revealing that the tile is not where it's shown on the mapping. He asked that the County move the pipe to the easement zone. County Attorney Travis Smith felt rerouting a tile in this situation is an improvement and not a repair. Travis Smith is going to look into the issue more.

UPDATE CD 34 REPAIR PETITION 2020-029 ELLS. 24 W/ ROBBIE KIDMAN PRESENT

County Ditch Inspector, Travis Radke, was present with Robbie Kidman, and Richard Kidman, to discuss County Ditch 34, Repair Petition 2020-029, Ellsborough Township, Section 24. Their main concern is that the ditch is not getting taken care of. It needs cleaning, and the drop structure needs to be looked at. There is a landowner that is stopping the repair process because they do not want the spoils to be put on their land. The repair petition has been approved, and the drainage authority has an obligation to repair the ditch. The ditch inspector is going to work with the County Attorney to look at ways to proceeded with the repair.

PUBLIC HEARING: FEE SCHEDULE M.S. §373.41

9:18 a.m. The Chairman called the public hearing for the 2022 fee schedule to order.

The Board reviewed the proposed 2022 fee schedule.

9:19 a.m. The public hearing was opened for comment. No members of the public commented.

9:20 a.m. The public hearing was closed.

It was moved by Malone, seconded by Gunnink and passed to approve the 2022 fee schedule.

APPROVAL OF EDA LOAN

It was moved by Gunnink, seconded by Malone and passed to approve a loan in the amount of \$70,000 from the EDA Revolving Loan Fund to Dr. Jenn Reith for the purchase of the Slayton Vet Clinic.

PREFERREDONE SERVICE AGREEMENT AMENDMENT

It was moved by Malone, seconded by Kluis and passed to approve the Amendment to the Service Agreement with Preferred One for treatment of prescription drug rebates as an affiliate of the Minnesota Public Sector Collaborative and the County Administrator to sign agreement.

EMPLOYMENT STAFFING LEVELS

It was moved by Kluis, seconded by Gunnink and passed to approve using the staffing levels as presented to determine the 2022 salary budgets.

2022 MEAL REIMBURSEMENT RATE

Commissioner Kluis introduced the following resolution for consideration:

RESOLUTION 2021-12-21-01
A RESOLUTION STATING THE 2022
MEAL REIMBURSEMENT POLICY

NOW THEREFORE BE IT RESOLVED, that the Murray County Board of Commissioners set the 2022 meal reimbursement amount at \$50.

BE IT FURTHER RESOLVED, that all claims for meal reimbursement be accompanied by a valid and original receipt that list the name of the establishment, the total amount of the meal and “tip” and at least the initials of an employee or the owner of the establishment.

The foregoing resolution was duly seconded by Commissioner Malone and thereupon being put to a vote was adopted.

2022 IRS MILEAGE RATE

It was moved by Gunnink, seconded by Malone and passed to approve the County mileage reimbursement rate to follow the Internal Revenue Service rate, pursuant to Murray County Resolution 2001-12-31-05.

2022 COMMISSIONER SALARY AND SCHEDULE OF PER DIEMS

It was moved by Malone seconded by Gunnink and passed to approve per diem payment for commissioners attending their assigned committees as established in January of 2022.

It was moved by Kluis, seconded by Malone to leave Per Diems at \$100.

Jim Kluis rescinded the motion to leave Per Diems at \$100.

Commissioner Malone introduced the following resolution for consideration:

RESOLUTION 2021-12-21-02
A RESOLUTION SETTING COUNTY COMMISSIONER SALARY AND
ADOPTING SCHEDULE OF PER DIEM FOR 2022

NOW THEREFORE BE IT RESOLVED, that the annual salary for 2022 for Murray County Commissioner be set at \$21,000.

BE IT FURTHER RESOLVED that the following Schedule of Per Diem of \$100 is hereby established for 2022 for the following boards, committees or commissions of county government, including but not limited to Committees of the Board as follows:

NAME OF BOARD/COMMITTEE
911
Advocating, Connecting, Educating (ACE)
Agricultural Society
Airport Commission
Appeals Board for Weeds
Aquatic Invasive Species Committee
Association of MN Counties (AMC)
Audit Committee
Buffalo Ridge Task Force
Building/Facilities Committee
Canvas Board
Casey Jones Trail/Regional Trails/RDC Trails Committee
Coroner
County and State Aid Highways
District 8 Land Use
Early Childhood initiative (ECI)
Economic Development Authority (EDA)
Extension
Fair Board
Fairground Advisory
Heron Lake Restoration
Heron Lake Watershed District (HLWD)
Insurance Committee
Investment Committee
Labor Negotiation Committee
Law Library Committee
Local Water Management Plan Task Force
Minnesota Counties Intergovernmental Trust (MCIT)
Minnesota River Basin (Area II)
Missouri Watershed District
Murray County Medical Center
Museums
Mutual Aid Committee
National Association of Counties (NACO)
Noise Committee
Parks Recreation Advisory Commission
Personnel
Planning Commission
Plum Creek Library
Rural Minnesota Energy Board
Shetek Area Water and Sewer Commission (SAWS)
Southwest Health and Human Services – Human Services Board
Southwest Health and Human Services – Joint Governing Board
Southwest Health and Human Services – Public Health Board
Southwest MN Private Industry Council (PIC)/Chief Elected Officials Board (CEOB)

Southwest Minnesota Regional Public Safety Board
Southwest MN Opportunity Council (SMOC)
Southern Prairie Community Care
Southwest Public Sector Collaborative - Insurance
Southwest Regional Development Commission (SRDC)
Southwest Solid Waste Commission
State Revolving Fund (Ag BMP)
Supporting Hands Nurse Family Partnership
Sunrise Terrace Advisory
Transit Committee
Western Mental Health Center

The foregoing resolution was duly seconded by Commissioner Kluis and thereupon being put to a vote was adopted.

RESOLUTION SETTING 2022 COUNTY SHERIFF SALARY

Commissioner Malone presented the following resolution and moved for its adoption:

RESOLUTION NO. 2021-12-21-03
2022 COUNTY SHERIFF SALARY

NOW THEREFORE BE IT RESOLVED, that the 2022 annual salary for the County Sheriff pursuant to M.S. § 387.20 is \$88,680.00.

The foregoing resolution was duly seconded by Commissioner Thiner and thereupon being put to a vote all members of the Board voted for its adoption.

RESOLUTION SETTING 2022 AUDITOR/TREASURER SALARY

Commissioner Malone presented the following resolution and moved for its adoption:

RESOLUTION NO. 2021-12-21-04
2022 COUNTY AUDITOR/TREASURER SALARY

NOW THEREFORE BE IT RESOLVED, that the 2022 annual salary for the County Auditor/Treasurer pursuant to M.S. § 384.151/385.373 is \$93,999.00.

The foregoing resolution was duly seconded by Commissioner Kluis and thereupon being put to a vote with a roll call as follows:

- Molly Malone: Yes
- Lori Gunnink: No
- James Kluis: Yes
- David Thiner: No
- Dennis Welgraven: Yes

RESOLUTION SETTING 2022 COUNTY RECORDER SALARY

Commissioner Malone presented the following resolution and moved for its adoption:

RESOLUTION NO. 2021-12-21-05

2022 COUNTY RECORDER SALARY

NOW THEREFORE BE IT RESOLVED, that the 2022 annual salary for the County Recorder pursuant to M.S. § 386.015 is \$68,575.00.

The foregoing resolution was duly seconded by Commissioner Kluis and thereupon being put to a vote with a roll call as follows:

Molly Malone: Yes

Lori Gunnink: No

James Kluis: Yes

David Thiner: Yes

Dennis Welgraven: Yes

RESOLUTION SETTING 2022 COUNTY ATTORNEY

Commissioner Welgraven presented the following resolution and moved for its adoption:

RESOLUTION NO. 2021-12-21-06 2022 COUNTY ATTORNEY SALARY

NOW THEREFORE BE IT RESOLVED, that the 2022 annual salary for the County Attorney pursuant to M.S. § 387.20 is \$89,675.00.

The foregoing resolution was duly seconded by Commissioner Malone and thereupon being put to a vote with a roll call as follows:

Molly Malone: Yes

Lori Gunnink: No

James Kluis: Yes

David Thiner: No

Dennis Welgraven: Yes

COVID-19 PROOF OF VACCINATION AND TESTING

Human Resources Director, Ronda Radke, led a discussion regarding the COVID-19 Vaccination Mandate. The board gave consensus for Human Resources to start collecting vaccination statuses. The board asked that the cost of testing, and how many employees will need to be tested be brought back to the January 4, 2022, meeting. It was noted that the mandate has been brought to the Supreme Court, and more information will be available after December 30, 2021.

AUTHORIZATION TO APPLY FOR GRANT

It was moved by Gunnink, seconded by Malone and passed to authorize the Museums Department to apply for a Legacy Grant through the MN Historical Society for publication and editing costs of an End O Line Park history book. (Grant Number: MHCG-2112-26627)

SHERIFF'S OFFICE HVAC DISCUSSION

County Administrator, Thomas Burke, led a discussion regarding the Sheriff’s Office HVAC system. There was conversation regarding the contract for Dunhum. It was decided to wait to sign it until the January 4, 2022, meeting.

SET 2022 FINAL LEVY

Commissioner Thiner presented the following resolution and moved for its adoption:

RESOLUTION 2021-12-21-07
A RESOLUTION SETTING THE 2022 FINAL LEVY

NOW THEREFORE BE IT RESOLVED that the Murray County Board of Commissioners set the 2022 Final Levy with a 4.00% increase as follows:

	Gross Levy for 2022	County Program Aid for 2022	Net Levy for 2022
County Revenue	5,837,639	(365,159)	5,472,480
Road & Bridge	1,618,093	(99,589)	1,518,504
Debt Service	-	-	-
Human Services	1,407,162	(88,523)	1,318,639
TOTAL LEVY	8,862,894	(553,271)	8,309,623

The foregoing resolution was duly seconded by Gunnink and thereupon being put to a vote all members voted for its adoption.

SET 2022 FINAL BUDGET

Commissioner Thiner presented the following resolution and moved for its adoption:

RESOLUTION 2021-12-21-08
A RESOLUTION SETTING THE 2022 BUDGET

NOW THEREFORE BE IT RESOLVED that the Murray County Board of Commissioners set the Final 2022 Budget with fund totals as follows and based on a Budget Document kept on file in the Murray County Auditor-Treasurer’s Office.

Murray County, Minnesota

2022 Final Budget

2022 Budgeted Governmental Funds	Revenue	R&Br	Human Services	Economic Development	Ditch	Debt Service	Totals
Revenues							
Taxes	6,602,880	1,627,504	1,318,639				9,549,023
Special Assessments	277,217				583,464		860,681
License and Permits	31,790	8,000					39,790
Intergovernmental	2,155,417	6,960,374	88,523		21,898		9,226,212
Charges for Services	378,572	15,050					393,622
Investment Earnings	100,750			13,827			114,577
Gifts and Contributions	26,300						26,300
Miscellaneous	242,324	68,100		58,529			368,953
Other Sources							0
Total Revenues	9,815,250	8,679,028	1,407,162	72,356	605,362	0	20,579,158
Expenditures							
General Government	4,660,779						4,660,779
Public Safety	2,910,017						2,910,017
Highways and Streets		9,309,314					9,309,314
Human Services			1,407,162				1,407,162
Sanitation	357,836						357,836
Health							0
Culture and Recreation	866,966						866,966
Conservation of Natural Resources	1,010,378				156,519		1,166,897
Economic Development	2,445			142,648			145,093
General Obligation Debt Services					338,398	1,750	340,148
Intergovernmental (Public Health & Library)	194,881						194,881
Water Quality Loan Program	6,712						6,712
Total Expenditures	10,010,014	9,309,314	1,407,162	142,648	494,917	1,750	21,365,805
Excess of Revenues Over (Under) Expenditures	(194,764)	(630,286)	0	(70,292)	110,445	(1,750)	(786,647)
Other Sources (Uses)							
Transfers In	50,000			134,051	20,000		204,051
Transfers Out	(174,051)						(174,051)
Loans Issued							0
Decrease Reserve for Inventories							0
Sale of Capital Asset		500					500
Total Other Sources (Uses)	(124,051)	500	0	134,051	20,000	0	30,500
Planned Changes to Fund Balance	(318,815)	(629,786)	0	63,759	130,445	(1,750)	(756,147)

The foregoing resolution was duly seconded by Commissioner Kluis and thereupon being put to a vote all members voted for its adoption.

COMMITTEE REPORTS

Lori Gunnink: 11/30 Board Meeting/Drainage Maintenance Levies/Truth in Taxation Budget Hearing.

James Kluis: 11/30 Board Meeting/Drainage Maintenance Levies/Truth in Taxation Budget Hearing, 12/1 Murray County Medical Center, 12/5 – 12/8 Association of Minnesota Counties Conference

Molly Malone: 11/29 Murray County Medical Center, 11/30 Board Meeting/Drainage Maintenance Levies/Truth in Taxation Budget Hearing, 12/1 Murray County Medical Center, 12/5 – 12/8 Association of Minnesota Counties Conference.

David Thiner: 11/30 Board Meeting/Drainage Maintenance Levies/Truth in Taxation Budget Hearing, 12/1 General Government Association of Minnesota Counties, 12/5 – 12/8 Association of Minnesota Counties Conference.

Dennis Welgraven: 11/30 Board Meeting/Drainage Maintenance Levies/Truth in Taxation Budget Hearing, 12/2 Southwest Regional Development Commission, 12/5 – 12/8 Association of Minnesota Counties Conference, 12/9 Southwest Regional Development Commission, 12/10 Building/Facilities Committee.

It was moved by Gunnink, seconded by Kluis and passed to approve committee reports for the period of November 28 – December 11, 2021.

PERFORMANCE EVALUATION

11:16 a.m. It was moved by Gunnink, seconded by Malone and passed to go into closed session for County Administrator Thomas Burke’s performance evaluation pursuant to Minnesota Statute 13D.05, subd. 3.

12:25 p.m. It was moved by Gunnink, seconded by Malone and passed to come out of closed session.

The Board Chair Summarized County Administrator Burke’s performance evaluation as “Meets Expectations.”

The meeting adjourned at 12:27 p.m.

ATTEST:

Samantha McClellan, General Assistant

Dennis Welgraven, Chairman of the Board