

**Yellow Medicine County Board Meeting Minutes
August 9, 2011**

Chairman Dick Wambeke called this regular meeting of the Yellow Medicine County Board to order at 9:00 a.m. with Commissioners Louis Sherlin, Gary Johnson, Greg Renneke and Dick Wambeke present. Commissioner Ron Antony was absent. Also present were County Administrator Ryan Krosch, County Attorney Keith Helgeson, Granite Falls Advocate Tribune reporter Scott Tedrick and Marshall Independent reporter Steve Browne.

Approve Agenda 8-9-11-01 Motion by Commissioner Sherlin and seconded by Commissioner Renneke to approve the agenda with the following changes: add budget amendments to the consent agenda; add road re-grading and right-of-way acquisition process, MCIT dividend and Courthouse roof repairs to the regular agenda. Motion carried with all voting in favor.

Consent Agenda 8-9-11-02 Motion by Commissioner Sherlin and seconded by Commissioner Renneke to approve the consent agenda items as follows: minutes of the July 26, 2011, County Board meeting; MN Falls Dam environmental assessment worksheet comment letter; Revenue Fund budget reallocations totaling \$18,000; Revenue Fund budget amendments totaling \$9,500 in revenues and \$9,500 in expenses. Motion carried with all voting in favor.

Citizen Comments None

Commissioners' Reports

Commissioner Renneke reported on the Wood Lake outlet and Hanley Falls Museum. Commissioner Johnson reported on the RDC and 6W Corrections. Commissioner Sherlin reported on the RDC Revolving Loan Fund and County Fair. Commissioner Wambeke had no reports.

Department Reports/Program Updates

Restorative Justice Restorative Justice Coordinator Julie Marthaler update the Board on the Restorative Justice program.

The Board recessed for a break at 10:10 a.m.

The Board reconvened at 10:20 a.m.

County Recorder County Recorder Kay Zempel updated the Board on the County Recorder's Department. County Recorder Zempel also presented the Board with the recording compliance report as required by Minnesota Statute 357.182. Recording compliance in 2010 required complete document processing and return of documents within 15 days of filing. The report showed that the County Recorder's Office average return days for 2010 was 8.30 days. Since the County Recorder's Office has remained in compliance, the unallocated fund fees collected may continue to be used per statutory rules. County Recorder Zempel also reviewed the 2011 legislative changes that will impact services provided by the Recorder's Office.

UCC Filings 8-9-11-03 County Recorder Zempel and County Administrator Krosch reviewed changes to the UCC filing process. An improved online filing system is going to be implemented by the Minnesota Office of the Secretary of State that will allow for filings to be done more efficiently online. The new UCC filing system also includes new costs for the County to remain a satellite UCC office. Both County Recorder Zempel and County Administrator Krosch felt it would no longer be cost effective for the County to continue to be a UCC satellite office due to the new costs and enhanced ability for UCC filers to file online. Motion by Commissioner Sherlin and seconded by Commissioner Renneke to terminate Yellow Medicine County's UCC satellite office

agreement with the Minnesota Office of the Secretary of State effective on or before November 1, 2011.
Motion carried with all voting in favor.

Regular Agenda

Courthouse Departments' Reorganization Plan County Administrator Krosch, County Recorder Zempel, County Auditor/Treasurer Lois Bonde and County Assessor Connie Erickson reviewed the Courthouse Departments' reorganization plan with the Board. Administrator Krosch told the Board that advertisements will be sent out for hiring a County Finance Manager to replace retiring Auditor/Treasurer Lois Bonde. The formal date for making most of the restructuring will be November 1.

Administrator Krosch also announced that in addition to Auditor/Treasurer Bonde's retirement that County Recorder Kay Zempel would be retiring December 31. The Board thanked both of them for their many dedicated years of service for the County.

8-9-11-04 Motion by Commissioner Sherlin and seconded by Commissioner Johnson to accept Auditor/Treasurer Lois Bonde's letter of retirement. Motion carried with all voting in favor.

8-9-11-05 Motion by Commissioner Sherlin and seconded by Commissioner Johnson to accept County Recorder Kay Zempel's letter of retirement. Motion carried with all voting in favor.

Highway Mechanic Position 8-9-11-06 Highway Engineer Andy Sander presented Highway Mechanic Lee Preuss's letter of retirement. Motion by Commissioner Sherlin and seconded by Commissioner Johnson to accept Highway Mechanic Lee Preuss's letter of retirement. Motion carried with all voting in favor.

8-9-11-07 Motion by Commissioner Sherlin and seconded by Commissioner Renneke to approve advertising for a Highway Mechanic. Motion carried with all voting in favor.

Road Re-grading and Right-of-Way Acquisition Engineer Sander, Highway Maintenance Supervisor Larry Stoks and Highway Engineer Technician Mike Schaffran reviewed with the Board the process for re-grading County roads and purchasing road right-of-way.

VSO/EM Secretary Position 8-9-11-08 County Administrator Krosch informed the Board VSO/EM Administrative Secretary Leann Manor has submitted her letter of retirement. Motion by Commissioner Sherlin and seconded by Commissioner Johnson to accept Administrative Secretary Leann Manor's letter of retirement. Motion carried with all voting in favor.

Administrator Krosch recommended that the County Hiring Committee evaluate the VSO/EM secretary position to determine how or if the position should be filled. The Hiring Committee will bring a recommendation back to the Board.

MCIT Dividend 8-9-11-09 Administrator Krosch informed the Board that the 2011 MCIT insurance dividend was larger than expected. Administrator Krosch recommended that the unplanned portion of the dividend reimbursement be used to pay for a new phone system. The current phone system is outdated, at capacity and very difficult to find replacement parts for. Motion by Commissioner Johnson and seconded by Commissioner Renneke to approve designating the 2011 MCIT dividend towards the purchase of a new phone system and hiring a consultant to prepare a phone system request for proposals. Motion carried with all voting in favor.

Courthouse Roof Repairs 8-9-11-10 Administrator Krosch and Building Maintenance Supervisor Curt Johnson presented quotes for replacing the north section of the flat roof portion of the Courthouse. Motion by Commissioner Johnson and seconded by Commissioner Sherlin to approve the quote from West Central

Roofing in the amount of \$18,631.34 for the roof replacement with a 15 year warranty and excluding the option to install pavers. Motion carried with all voting in favor.

Other Business None

Informational The Board reviewed the July 2011 investment report.

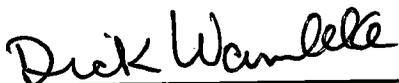
Approval of Disbursements/Review of Auditor's Warrants 8-9-11-11 Motion by Commissioner Sherlin and seconded by Commissioner Johnson to approve the Commissioner warrants for the following amounts: \$76,696.75 Revenue Fund, \$25,013.78 Road and Bridge Fund, \$4,704.62 Human Services Fund, \$2,494.91 Ditch Fund; and acknowledge review of the Auditor's warrants. Motion carried with all voting in favor.

Review of Upcoming Meetings and Events The Board reviewed upcoming meetings and events.

Adjourn 8-9-11-12 Motion by Commissioner Renneke and seconded by Commissioner Sherlin to adjourn at 11:44 a.m. Motion carried with all voting in favor.

Witness:

Attest:



Dick Wambeke, Chair



Lois Bonde, Auditor/Treasurer