

Yellow Medicine County Board Minutes

January 27, 2004

Vice Chair Louis Sherlin called this regular meeting to order at 11:05 a.m. with Commissioners Lynn Anderson, Gary Johnson, and Ron Antony present. Administrator John Chattin, Robert Wolfington of the Marshall Independent, and Dan McGonigle of the Granite Falls Advocate Tribune were also present. Chair Jane Remiger was absent but in route to the meeting.

01-27-04-01 Motion by Mr. Johnson and second by Mr. Antony to approve the agenda with the addition of: approval of the 2004 Comparative Worth Schedule; a review of financials; and a pay grade change for Assessor Connie Erickson. Carried.

01-27-04-02 Motion by Mr. Antony and second by Mr. Anderson to approve the consent agenda items including:

- 1) January 6, 2004 regular meeting minutes;
- 2) An additional appropriation request for \$6,000, from the Sheriff's department to spend grant funds;
- 3) An additional appropriation of \$500 to cover dental deductibles approved by the Board;
- 4) Adoption of the following resolution:

Be it resolved that the Yellow Medicine County Sheriff's Office may enter into a grant agreement with the Minnesota Department of Natural Resources, Division of Enforcement for the project "Snowmobile Safety Enforcement Grant" during the period from January 20, 2004 through June 30, 2004; and

Be it further resolved that Richard T. Rollins, Sheriff of Yellow Medicine County, is hereby authorized to execute such agreements as are necessary to implement the project on behalf of the Yellow Medicine County Sheriff's Office.

- 5) Adoption of the following resolution:

Be it resolved by the Yellow Medicine County Board that the Premise Permit Application for the charitable gambling of the Lac Qui Parle Lake Association at the Montevideo Country Club called "The Crossings" is hereby approved.

- 6) Adoption of the following resolution:

Whereas, Highway 75 runs through western Yellow Medicine County (the "County"); and

Whereas, the County supports efforts to promote the County and its many attractions; and

Whereas, the County supported efforts to have Highway 75 named the Historic King of Trails in 2001; and

Whereas, the State Director of Scenic Byways is supportive of efforts to have Highway 75 designated as a Scenic Byway; and

Whereas, the Scenic Byway designation would give communities in western Yellow Medicine County the opportunity to do co-operative marketing and promotion of their attractions and assets, thereby bringing additional business to the area and boosting our economy;

Now therefore, be it resolved that Yellow Medicine County supports and encourages the designation of Highway 75 as a Scenic Byway from the Canadian border to the Iowa border.

- 7) Adoption of the following resolution:

Be it resolved by the Yellow Medicine County Board that the Application to Conduct Excluded Bingo of the St. Leo American Legion Post #524 at the Green Door Supper Club is hereby approved.

8) Approval of the audit engagement letter with the Office of the State Auditor for the County's 2003 audit.

Carried.

Mr. Sherlin reported on Western Minnesota Prairie Waters (with Mr. Johnson adding comments), the fair board, Area II, and a DNR letter received. Mr. Johnson attended meetings of Region 6W Community Corrections, BWSR water management plan, Upper Minnesota Valley Regional Development Commission, Area Agencies on Aging, several Pioneerland Library Board/committee meetings, Prairie Five Rides, and Prairie Five CAC.

Ms. Remiger arrived at 11:35 a.m.

Liz Auch, Director of Countryside Public Health, gave the Board an update on her agency's activities, reviewed the past year, and discussed what was ahead in 2004.

John Kolhei, Ditch Inspector, discussed a proposed move to Clarkfield. It would put him closer to other affected agencies and be more centrally located for citizens.

01-27-04-03 Motion by Mr. Johnson and second by Mr. Sherlin to approve the move of the Ditch Inspector to the Clarkfield building and have LuCinda Anderson available four hours per week for ditch activities. Carried.

Mr. Kolhei also discussed a letter he drafted and sent concerning Joint Ditch #10.

Ms. Remiger recessed the meeting at 12:09 p.m. for lunch and reconvened at 1:02 p.m.

Engineer John Johnson discussed seasonal bids received. Ms. Remiger had concerns over the amount of money being spent spraying weeds; \$24,000 was spent in 2003. Mr. Johnson will do some research and report back on weed spraying.

01-27-04-04 Motion by Mr. Sherlin and second by Mr. Johnson to approve the seasonal bids as presented, except for the weed spraying bids. Carried.

The 4th quarter engineering report was reviewed. There were some questions on casino road signs and the trail project. The County's financial commitment to the trail project was questioned. Information will be researched and brought back on this project.

A short break was called from 1:25 p.m. to 1:30 p.m.

Randy Nelson, Prairie Country RC&D Coordinator, reviewed their projects and activities for 2003.

Jolene Johnson, Action Zoning Administrator, Reviewed a conditional use permit (CUP) application of Henry Hacker to expand a current residential development. No conditions were being recommended, as existing covenants require residential use.

01-27-04-05 Motion by Mr. Sherlin and second by Mr. Anderson to approve the Hacker CUP. Carried.

01-27-04-06 Motion by Mr. Johnson and second by Mr. Anderson to appoint Tim Velde to the Planning Commission for a 3-year term. Carried.

Ms. Johnson distributed a brochure developed by Stearns County for potential rural homeowners.

Bonnie Westfield, TAC Officer, reviewed two proposals for updating the County's 9-1-1 system to accommodate cellular phones. The B5.0 upgrade with SEALI would help to locate cellular callers and meet minimum service levels that the state will be requiring.

01-27-04-07 Motion by Mr. Anderson and second by Mr. Johnson to approve the

B5.0 upgrade with SEALI at a cost of \$15,384.07 and approve an additional appropriation of that amount with the money coming from 9-1-1 designated funds. Carried.

01-27-04-08 Motion by Mr. Johnson and second by Mr. Sherlin to adopt the following resolution:

County Commissioners of the County of Yellow Medicine, State of Minnesota, pursuant to a discussion and pursuant to a recommendation received from the Lincoln-Pipestone Rural Water System board, hereby resolve to recommend to the Lyon County District Court that the make-up of the Lincoln-Pipestone Rural Water System board be expanded to include eleven (11) board members and that their terms be specifically as set forth below and incorporated by reference, all pursuant to and provided for by Minnesota Statutes Chapter 116A.

LINCOLN PIPESTONE RURAL WATER SYSTEM
(Multiple County)

PROPOSED BOARD MEMBERS/TERM

<u>Board Member</u>	<u>Counties Represented</u>	<u>Term (January)</u>
Henry Van Dyke	Nobles & Murray	2001-2005
Frank Engels	Lincoln	2001-2005
Leonard Swensen	Lac Qui Parle & Yellow Medicine	2001-2005
Joseph Weber	Lincoln	2002-2006
Rodney Spronk	Pipestone	2002-2006
Jerry Lonneman	Nobles & Rock	2002-2006
Kenneth Buysse	Lyon	2003-2007
Charles Simonson	Yellow Medicine	2003-2007
Earl DeWilde	Pipestone	2003-2007
Bill Ulkin	Lyon	2004-2008
Michael Brunner	Yellow Medicine & Redwood	2004-2008

Carried.

01-27-04-09 Motion by Mr. Sherlin and second by Mr. Antony to approve a contract with MAXIMUS, Inc. for services on an as needed basis. Carried.

01-27-04-10 Motion by Mr. Sherlin and second by Mr. Anderson to amend the Labor Management Committee Operating Guidelines to include a representative from Family Services as a member of the committee. Carried.

The final payment to Redfield, LLC was determined to have been previously approved, provided the proper deduction has been made from the original project amount.

The two finalists for the Planning and Zoning Administrator position, Randy Jacobson and Connie Nygard, were discussed. The Board polled themselves via secret ballot before a motion was offered.

01-27-04-11 Motion by Mr. Sherlin and second by Mr. Anderson to hire Randy Jacobson as the County's Planning and Zoning Administrator at a starting salary of \$36,000 annually, increasing to \$37,000 after six months and \$38,000 after one year, providing performance evaluations are adequate, with another \$2,000 upon receipt of his ISTS certification. Carried with Mr. Johnson and Ms. Remiger opposed.

01-27-04-12 Motion by Mr. Antony and second by Mr. Johnson to offer the position to Ms. Nygard if Mr. Jacobson does not accept. Carried.

There was considerable discussion on the proposed credit card policy. Mr. Sherlin wanted language added requiring the Auditor/Treasurer to pay the bills as an Auditor's warrant when received. A motion to that effect died for lack of a second.

01-27-04-13 Motion by Mr. Johnson and second by Mr. Antony to adopt Policy 502 – Credit Card Policy with the addition of section 502.600 stating “Department heads are responsible for establishing payment dates that ensure timely payments without incurring any finance charges.” Carried with Mr. Sherlin voting against the motion.

01-27-04-14 Motion by Mr. Anderson and second by Mr. Sherlin to adopt policy 503 – Purchasing and Contract Protocol and Authority as presented. Carried.

Mr. Chattin asked if the Board wanted to change his “summary” of the minutes that were being published. No changes were requested.

01-27-04-15 Motion by Mr. Antony and second by Mr. Anderson to approve the Commissioners’ and Auditor’s Warrants as presented totaling: Revenue Fund - \$171,058.11; Road & Bridge - \$114,811.07; Ditch - \$14,971.79; State Agency - \$30.00; and Taxes & Penalties - \$119,260.11. Carried.

Ms. Remiger called for a short recess from 2:48 p.m. until 3:00 p.m.

01-27-04-16 Motion by Mr. Sherlin and second by Mr. Johnson to approve the 2004 Comparable Worth schedules as presented. Carried.

01-27-04-17 Motion by Mr. Sherlin and second by Mr. Johnson to approve changing Assessor Connie Erickson’s grade from XIV, step 8, to XV, step 6. Carried.

Lois Bonde, Fiscal Officer, reviewed unaudited, end-of-year financial statements with the Board. A \$480,826 surplus was reflected that will likely be around \$300,000 after audit adjustments.

Commissioner reports continued with Mr. Anderson reporting on Prairie Lakes Detention Center, Prairie Country RC&D, and the proposed waste to energy facility. Mr. Antony attended an ag conference in Willmar and a Comp Worth Committee meeting. Ms. Remiger attended the ag conference, a historical society annual meeting, and a 4H awards banquet. She also reviewed correspondence received.

Mr. Anderson commented that the County needs to be looking at an economic development organization and/or revolving loan fund.

01-27-04-18 Motion by Mr. Sherlin and second by Mr. Antony to adjourn the meeting at 4:05 p.m. Carried.

Witness:

Jane Remiger, Chair

Attest:

Carolyn Sherlin, Auditor/Treasurer