

This is a preliminary draft of the January 5, 2010 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 annual session this 5th day of January, 2010 at 9:00 a.m. in the Commissioners' Board Room, Fillmore County Courthouse, in the City of Preston.

The following members were present: Chuck Amunrud, Duane Bakke, Randy Dahl, Thomas Kaase and Marc Prestby. Also present were: Karen Brown, Coordinator/Clerk; Shirl Boelter, Auditor/Treasurer; Daryl Jensen, Sheriff; Karen Reisner, Fillmore County Journal; and Lisa Brainerd, Republican-Leader.

The Pledge of Allegiance was recited.

Coordinator/Clerk Brown called the annual meeting to order pursuant to Minnesota Statutes and asked for nominations for Board Chair.

A motion was made by Prestby and seconded by Kaase to nominate Duane Bakke as Chair of the Fillmore County Board of Commissioners.

On motion by Dahl and seconded by Amunrud, the Board unanimously approved to cease nominations and cast a unanimous ballot to elect Duane Bakke as Chair of the Fillmore County Board of Commissioners.

A motion was made by Amunrud and seconded by Dahl to nominate Marc Prestby as Vice Chair of the Fillmore County Board of Commissioners.

On motion by Kaase and seconded by Dahl, the Board unanimously approved to cease nominations and cast a unanimous ballot to elect Marc Prestby as Vice Chair of the Fillmore County Board of Commissioners.

The meeting was then turned over to Chair Bakke.

Christopher Graves, Zoning Administrator, entered the meeting.

Chair Bakke expressed his gratitude to members for having confidence in him to Chair the Board. He stated that he would like to have members write down the following issues that the Board will need to work on together in the following year:

- 1) Radio interoperability of emergency systems. The County will need to work to obtain grant funding to offset this costly federal mandate on local units of government.
- 2) The ruling on the un-allotment law suit will have a big effect on this legislative session.
- 3) Rural Addressing decisions need to be made by the Board on replacement signs and any needed updates to the Ordinance.
- 4) The Veterans' cemetery needs to have a lead person to fully explore the idea to determine if it is feasible as it would have a big economic effect on the County.
- 5) Security of county buildings needs to be reviewed. This includes everything from the number of keys issued to working hours. Chair Bakke expressed thanks to the Sheriff for attending Board meetings.
- 6) The census will be completed in 2010 and Fillmore County needs to ensure that there is an accurate count as it impacts representation, funding, etc.
- 7) Consideration of Emergency Management and Veteran Services redesign.

On motion by Kaase and seconded by Amunrud, the amended agenda was unanimously approved.

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

1. December 22, 2009 County Board minutes, as presented.
2. Family and Medical Leave of Absence for employee #1294 for the period of 12/15/09 through 12/21/09 in accordance with County Policy.
3. First quarter payment of \$8,596.50 to Southeast Consultants, Inc. for economic development services in accordance with the agreement.
4. Consider investment of \$400,000 of Road & Bridge Funds and \$200,000 of Building Funds as recommended by the Auditor/Treasurer.
5. Assign Steven Rahn, Maintenance Specialist III, to the Peterson Shop in accordance with the terms of Local #49 labor agreement to be effective upon notification from the Maintenance Superintendent.

On motion by Kaase and seconded by Amunrud, the Board unanimously approved the payment of the following Commissioners' warrants:

**WARRANTS**

The Auditor's warrants were reviewed.

On motion by Dahl and seconded by Kaase, the Board unanimously approved the 2010 non-union pay plan with no adjustments from 2009.

**PLAN**

On motion by Amunrud and seconded by Kaase, the Board unanimously approved the adoption of the 2010 non-union classification chart.

**CHART**

On motion by Dahl and seconded by Prestby, the Board unanimously approved the payment of the 2010 National Association of Counties (NACo) dues of \$447.00, the same as 2009, from Department 149.

On motion by Kaase and seconded by Amunrud, the Board unanimously approved the payment of the 2010 Association of Minnesota Counties (AMC) dues of \$9,806.00. Fillmore County's increase was \$42.00 but the total from counties to AMC for 2010 dues did not change from the 2009 amount.

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

**RESOLUTION 2010-001:** Dedication of portion of tax forfeiture proceeds to parks

On motion by Amunrud and seconded by Dahl, the Board unanimously adopted the 2010 Auditor's warrant policy in accordance with M.S. 384.13 as amended. (Policy on file in Auditor/Treasurer's office)

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

**BE IT RESOLVED THAT** the regular 2010 regular County Board meetings will be held at 9:00 o'clock a.m. on the second Tuesday of each month with the understanding that special meetings will also be held the first and fourth Tuesdays at the same time, and others may be called as necessary.

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

**BE IT RESOLVED THAT** the 2010 Fillmore County per diem rate be set at \$40.00/day as prescribed by law.

On motion by Prestby and seconded by Dahl, the Board unanimously approved to set the 2010 mileage reimbursement rate for use of private vehicles for official county business at the federal Internal Revenue Service (IRS) rate. It was noted that the current IRS rate is \$.50 per mile and reimbursements would follow any 2010 federal changes to the rate.

On motion by Kaase and seconded by Prestby, the Board unanimously approved to set the hourly rate for temporary entry- level office help at Grade 1/Step 1 (\$10.9600/hr) in accordance with the 2010 pay plan.

On motion by Amunrud and seconded by Kaase, the following resolution was unanimously adopted:  
**BE IT RESOLVED THAT** each American Legion Post of Fillmore County, making application for said appropriation for defraying expenses of Memorial Day Exercises for 2010, shall be granted \$750.00. Before such grants are made, the Post must furnish evidence that public exercises were held. In cities where there is also a Veterans of Foreign Wars Post and cooperative exercises, the Post sponsoring the exercises shall receive the entire grant of \$750.00.

On motion by Kaase and seconded by Dahl, the Board unanimously approved to authorize elected officials and department heads to attend their respective annual Association of Minnesota conferences and other meetings with the addition to the list of the National Association of Counties conferences and meetings.

LIST

On motion by Amunrud and seconded by Kaase, the Board unanimously approved the re-appointment of Dr. Lindsey C. Thomas as Fillmore County Medical Examiner for the term of January 1, 2010 through December 31, 2010 in accordance with MN Statutes with annual review of the agreement.

On motion by Amunrud and seconded by Kaase, the Board unanimously approved overnight stays and related expenses for Information Systems staff to attend 2010 training sessions as requirements for their jobs.

LIST

On motion by Prestby and seconded by Amunrud, the Board unanimously approved overnight stays and related expenses for Highway staff to attend 2010 Highway training sessions with the exception of the National Association of County Engineer's conference in Texas, which is sent back to the Highway Committee for review.

LIST

On motion by Dahl and seconded by Kaase, the Board unanimously approved payment for flu shots at cost for County employees to be provided as an employee benefit and in the event of any shortages to only be provided for those qualifying under MN guidelines.

David Phillips, Bluff Country Newspaper Group, and Jason Sethre, Fillmore County Journal, entered the meeting.

The following bids were opened at 10:10 a.m. for the 2010 County printing:

<u>Newspaper</u>	<u>Charge per Inch</u>	<u>Relative Cost</u>
<b>News-Record</b>		
Official Newspaper	\$1.8500	\$ .134058
1 <sup>st</sup> Financial Statement	2.0000	.144928
2 <sup>nd</sup> Financial Statement	1.7000	.123188
Delinquent Tax List	1.8500	.134058

**Republican Leader**

Official Newspaper	\$1.8000	.130435
1 <sup>st</sup> Financial Statement	1.7000	.123188
2 <sup>nd</sup> Financial Statement	2.5000	.181159
Delinquent Tax List	1.8000	.130435

**Bluff Country Newspaper Group**

Official Newspaper	\$1.3500	.093750
1 <sup>st</sup> Financial Statement	3.2500	.225694
2 <sup>nd</sup> Financial Statement	4.0000	.277778
Delinquent Tax List	1.3500	.093750

**Fillmore County Journal**

Official Newspaper	\$ .9900	.070278
1 <sup>st</sup> Financial Statement	.9900	.070278
2 <sup>nd</sup> Financial Statement	.9900	.070278
Delinquent Tax List	.9900	.070278

The bids will be compiled by the Auditor/Treasurer and brought back to the Board for award later in the meeting.

There was discussion about the size of the Technology Committee and the need to restrict voting to one vote per department. Discussion continued about the ex-officio members on the Economic Development Committee and the difficulty filling these non-voting positions.

On motion by Prestby and seconded by Kaase, the following resolution was unanimously adopted:

**BE IT RESOLVED THAT** the Fillmore County Journal be designated as the Official Newspaper for 2010 with publishing to be furnished at the relative cost of \$.70278 per column inch, the low bid.

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

**BE IT RESOLVED THAT** the Fillmore County Journal be designated as the Official Newspaper for the 2010 printing of the 1<sup>st</sup> 2009 Financial Statement with publishing to be furnished at the relative cost of \$.070278 per column inch, the low bid.

On motion by Amunrud and seconded by Kaase, the following resolution was unanimously adopted:

**BE IT RESOLVED THAT** the News-Record be designated as the Official Newspaper for the 2010 printing of the 2<sup>nd</sup> printing of the 2009 Financial Statement with publishing to be furnished at the relative cost of \$.123188 per column inch, the second lowest bid. (First and second printings must be different newspapers.)

On motion by Kaase and seconded by Prestby, the following resolution was unanimously adopted:

**BE IT RESOLVED THAT** the Fillmore County Journal be designated as the Official Newspaper for the 2010 printing of the 2009 Delinquent Tax List with publishing to be furnished at the relative cost of \$.070278 per column inch, the low bid.

On motion by Kaase and seconded by Amunrud, the Board unanimously approved to set the 2010 salary of the non-union part-time jailers and dispatchers at \$17.1343/hr.

On motion by Amunrud and seconded by Kaase, the Board unanimously approved the reappointment of Thomas Kycek as Chief Deputy Sheriff and set his 2010 annual salary at the 2009 rate of \$67,275.00.

On motion by Amunrud and seconded by Kaase, the Board unanimously approved the 2010 labor contract with the Local #85 Law Enforcement Legal Services. The Board thanked members for their cooperation in finalizing this agreement. (Contract on file in Coordinator's office)

The Board opened a sealed bid from Ronald Schroeder for Parcel #17.0562.000 (Lots 33, 34 and 35, inclusive, Block 8, Preston) in the sum of \$1,222. There was discussion about the bid. Consensus was to review the options and consider possible award at a later meeting.

Thomas Boyd, Social Services Director, and Heather Barth, Office Support Specialist, Sr., entered the meeting.

On motion by Kaase and seconded by Dahl, the Board unanimously approved to appropriate \$1,056.10 to Southern Minnesota Tourism Association for 2010.

On motion by Prestby and seconded by Amunrud, the Board unanimously approved to appropriate \$1,000.00 to the Southeast Minnesota Initiative Fund for 2010.

On motion by Amunrud and seconded by Dahl, the Board unanimously approved to appropriate \$1,056.10 to SE MN Historic Bluff Country for 2010.

On motion by Dahl and seconded by Prestby, the Board unanimously approved to appropriate \$5,500.00 to Semcac, Inc. to be used as follows: \$1,500.00 to RSVP and \$1,000.00 to Caregiver Advocacy Program, both of which are paid out of Social Services funds; and \$1,000.00 to Semcac volunteer driver program and \$2,000.00 to Senior Nutrition program, both of which are to be paid out of Revenue funds.

Ashley Stinson, Human Resources Officer, entered the meeting. There was discussion regarding the 2010 merit pay plan. It was stated that there was no cost of living adjustment, but the merit financial workers were reclassified by the State Merit System which adjusted the wages in this class for 2010.

On motion by Dahl and seconded by Kaase, the Board unanimously approved to adopt the 2010 merit pay plan.

#### PLAN

Stinson stated that the Personnel Committee is recommending that the current position of Veteran Services Officer and the Emergency Management Director position be split into two part time positions. This would be similar to what most other counties have now done. Some options being considered are to move the Emergency Management position to the Sheriff's office and the Veteran Services Officer position to the Social Services office. This will require classification reviews for both positions. Another option would be for another current county position to assume the emergency management duties. There was discussion about the County's ability to recruit part time positions. It was agreed that the discussion should continue as part of re-design.

A motion was made by Prestby and seconded by Kaase to send the Emergency Management Specialist and Veteran Services Officer job descriptions to Bjorklund for review.

On motion by Amunrud and seconded by Dahl, the Board unanimously approved to amend the motion concerning the Emergency Management Specialist and Veteran Services Officer job descriptions to Bjorklund for review to include the classification of Assistant Jail Administrator/Emergency Management Specialist.

There was further discussion on the whole motion as amended. The Board unanimously approved the amended motion.

There was discussion about hiring a Maintenance Specialist for the Canton Shop. Chair Bakke stated that he wanted the Board to consider whether or not this position should be filled since the Canton Shop is a combined shop from the former Lenora and Harmony shops. Since there were questions about routes and equipment, the subject was referred to the Highway Committee.

On motion by Amunrud and seconded by Prestby, the Board unanimously approved the 2009 budget amendment to move revenue of \$405,003.90 from Current Taxes (5201) to Real and Agricultural Market Value (5208) and prorate among funds.

A motion was made by Prestby and seconded by Amunrud to set the minimum salaries for persons who file for elected office in 2010 at 85% of the current salaries. There was discussion about these numbers not being used, the experience of a new elected official, and the possible lack of separation between supervisor and subordinate. The Chair called for a vote: Commissioners voting "aye": Bakke, Prestby, Kaase and Amunrud. Commissioners voting "nay": Dahl. The Motion prevailed.

The minimum salaries for the 2010 election are:

Attorney	\$70,550.00
Auditor/Treasurer	\$53,664.75
Recorder	\$45,135.00
Sheriff	\$64,090.00

On motion by Kaase and seconded by Amunrud, the Board unanimously approved payment of \$14,817.22 to the Commissioner of Revenue due to an overpayment to the County by the Department of Revenue for 2008 Disaster Credits as recommended by the Auditor/Treasurer.

On motion by Dahl and seconded by Kaase, the Board unanimously authorized payment of \$1,750.00 to Mayo Clinic for expert witness fees.

On motion by Amunrud and seconded by Prestby, the Board unanimously approved to adopt the following resolution with the understanding that there will be ongoing additions/changes to the list:

**BE IT RESOLVED THAT** the Fillmore County Commissioners and other members who consider official County business at 2010 Committee meetings (listed as follows) are hereby eligible for a per diem in accordance with Minnesota Statutes.

**BOARD, COMMITTEE, COMMISSION, AND TASK FORCE LIST**

The Chair recessed the meeting at 12:00 p.m. and called the meeting back into session at 1:02 p.m.

Coordinator Brown announced that Employee Recognition is planned for February 9, 2010.

On motion by Prestby and seconded by Kaase, the following resolution was unanimously adopted:  
**RESOLUTION 2010-002:** Close meeting at 1:05 p.m.

All five members were present. Also present were: Coordinator Brown; Human Resource Officer Stinson and Attorney Ann R. Goerring, Ratwik, Roszak, & Maloney, P.A.

The Chair re-opened the meeting at 2:28 p.m. All five members were present. Also present were Coordinator Brown, Human Resources Officer Stinson, and Attorney Goerring.

On motion by Prestby and seconded by Amunrud, the following resolution was unanimously adopted:

**RESOLUTION 2010-003:** Approval of resignation from Sharon Serfling

There was discussion about the Highway Committee meeting on Wednesday concerning the replacement of rural addressing signs. Consensus of members was that the County should be responsible for installing these signs.

On motion by Kaase and seconded by Prestby, the Chair adjourned the meeting at 3:29 p.m.