

This is a preliminary draft of the May 4, 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.

The Board of County Commissioners of Fillmore County, Minnesota met in special session this 4th day of May, 2010 at 9:00 a.m. in the Commissioners' Board Room, Fillmore County Courthouse, in the City of Preston.

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

The Pledge of Allegiance was recited.

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

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

1. April 27, 2010 County Board minutes, as presented.
2. April 6, 2010 Social Services minutes, as presented.
3. Step increase for Kari Cahill, Social Worker, to Merit Grade 7 Step M, effective April 1, 2010 as recommended by the Community Services Administrator.
4. Step increase for Judy Affeldt, Social Worker, to Merit Grade 7 Step J, effective June 1, 2010 as recommended by the Community Services Administrator.

Thomas Boyd, Community Services Administrator, and Ashley Stinson, Human Resources Officer, were present.

On motion by Amunrud and seconded by Dahl, the following resolution was unanimously adopted:
RESOLUTION 2010-029: Appointment of Director of Nursing at salary above minimum

On motion by Dahl and seconded by Prestby, the Board unanimously approved the appointment of Lantha Stevens, Public Health Nurse, as Director of Nursing at Grade 16/Step 3, effective Friday, May 14, 2010.

On motion by Prestby and seconded by Kaase, the Board approved the end date of Thursday, May 13, 2010 for additional compensation of \$500/month for Julie Loven, Public Health Nurse, for working out of class as Interim Director of Nursing and thanked her for her services.

Community Services Administrator Boyd reported on the telecommuting pilot project and stated that telecommuting has allowed the County to reduce staffing by a half time position and one participant has been able to increase caseload levels. The costs have been minimal and Boyd is recommending that the policy be continued and possibly expanded. There was discussion and consensus that additional candidates should be brought forward on an individual basis.

On motion by Prestby and seconded by Kaase, the Board unanimously approved the continuation of the telecommuting policies with annual cost and benefit reviews.

On motion by Amunrud and seconded by Kaase, the following resolution was unanimously adopted:
RESOLUTION 2010-030: Social Services minutes incorporated into County Board minutes effective June 1, 2010

On motion by Amunrud and seconded by Dahl, the Board unanimously approved a four year rental agreement for a replacement Toshiba e-Studio 455 copy machine at State Contract price of \$148.12/month for the Social Services division. Members were assured that any private data developed by the County will be removed from the hard drive of the current machine.

On motion by Prestby and seconded by Kaase, the following resolution was unanimously adopted:
RESOLUTION 2010-031: Public Health employee change from part time to full-time status

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

WARRANTS

The Auditor's warrants were reviewed.

On motion by Prestby and seconded by Amunrud, the Board unanimously approved the revised airport lease agreement with Articles 3 and 17 changed from 18 months to 12 months. (Agreement on file at the Highway Department)

The Citizens Input portion of the meeting was opened and closed at 9:35 a.m. as no one was present with comments.

LeeAnn Howard, University of Minnesota Extension, was present.

On motion by Dahl and seconded by Kaase, the Board unanimously approved the use of the County van for two out-of-state trips, one will be a 4-H Exchange trip to Michigan and the second will be a 4-H horse judging team trip to a National Judging contest in Texas. Expenses covered by the University of MN include oil changes as needed, all fuel, and a hitch mounted on the back for an additional luggage rack.

There was discussion about quotes that were presented to purchase a replacement printer at low quote. It was noted that the University of MN Extension copier lease will expire at the end of 2010. Since it will be replaced with a multi-function machine, they were asked to consider other options that would allow them to have their needs covered without purchasing a printer that may not be needed once the copier is replaced.

On motion by Kaase and seconded by Dahl, the Board unanimously approved the purchase of a server rack from CDW-G at the low quote of \$1,229.05 as recommended by the Technology Committee.

Christopher Graves, Zoning Administrator, was present.

On motion by Amunrud and seconded by Kaase, the Board unanimously approved an access permit for the City of Spring Valley, Section 27, Spring Valley Township for a leaf dump and a new bike trail by the waste treatment plant as recommended by the Zoning Administrator and the Highway Engineer.

Ron Vikre, Property Appraiser; David Kiehne, Recorder; and Kandace Johnson, Finance Officer, were present concerning document management software. Vikre told members that this software has been in development for about a year. It began with discussions with Houston County to make changes to their former Land Records Workflow Management Program software. Both counties agreed on preliminary changes, but Fillmore County added more enhancements. Houston County was not interested in the additional programming. With the deduction of original costs which were shared with Houston County, it is expected that the cost for these amendments will be approximately \$12,000.00. This software program will allow for more efficient

document handling in the land records offices and will also be useful to many other departments.

On motion by Prestby and seconded by Amunrud, the Board unanimously approved to accept the proposal from StarTech Computing, Inc. to implement changes to the Land Records Workflow Management Program system for an amount up to \$12,000.00 and to be paid equally out of un-allocated and Recorder allocated funds as recommended by the Technology Committee.

The following committee reports and announcements were given: Dahl - Economic Development Authority; Kaase – Public Safety Answering Point work group; Prestby – Technology; Bakke – Water Resources Board and Semcac correspondence; and Amunrud – MN Pollution Control Agency correspondence and Eagle Bluff meeting.

On motion by Prestby and seconded by Amunrud, the Chair adjourned the meeting at 10:49 a.m.