

**FILLMORE COUNTY COMMISSIONERS' MINUTES**

**September 27, 2011**

This is a preliminary draft of the September 27, 2011 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 special session this 27th day of September, 2011 at 9:00 a.m. in the Commissioners' Board Room, Fillmore County Courthouse, in the City of Preston.

The following members were present: Marc Prestby, Thomas Kaase, Chuck Amunrud, Duane Bakke and Randy Dahl. 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.

Lantha Stevens, Director of Nursing and Kari Schultz, Public Health Nurse, were present.

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

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

1. September 13, 2011 minutes, as presented.
2. Tobacco licenses for the following vendors for the period of October 1, 2011 through September 30, 2012: Canton Municipal Liquor; S & A Petroleum (Preston Motor Mart); Chatfield Greenway Coop; Rush Foods, Inc – Preston Foods; Gilbertson-Rude American Legion Post 526, Peterson; Wykoff Short Stop; and Casey's General Stores, Preston.
3. Temporary liquor license for Preston Servicemen's Club for October 1, 2011 event at the Community Center in Lanesboro.

The Auditor's warrants were reviewed.

William Mensink and Isaac Deters entered the meeting.

Lantha Stevens, Director of Nursing, introduced Kari Schultz, the new replacement Public Health Nurse.

Stevens reported that the "Drive Thru Flu" exercise went very well. This was a joint exercise with Law Enforcement. Evaluators from Houston and Olmsted conducted reviews of this exercise for County employees to give unbiased opinions of the process. The overall assessment of the exercise was positive.

Ms. Stevens also reported that she had recently attended the Community Health Services conference and was pleased to learn that many of the changes discussed are either taking place or being considered in Fillmore County. Changes in county structures and the use of electronic health records were given as examples.

Stevens also reported that the County had been awarded a competitive grant of \$27,000.00 from U-Care. The grant was awarded for efforts planned in the areas of obesity reduction and preventative health for adults. It was stated that the focus of the State Health Improvement Plan funds is school age children.

BE IT RESOLVED, That the foregoing is a true and accurate record of the Fillmore County Board and as such constitutes the minutes thereof. Payment of assistance, relief, claims and social services as authorized by the staff in accordance with the laws of the State in this time period and indicated in these minutes is hereby authorized.

Brown reported that a long term agreement with the State of Minnesota Office of Enterprise Technology for Internet Access is up for renewal at an increased monthly rate. This allows for greater band width at a reduced cost.

On motion by Kaase and seconded by Amunrud, the Board unanimously approved the agreement with MN Office of Enterprise Technology for an internet access rate change from \$900/month to \$1,300/month effective January 1, 2012.

A calendar review was done and the following committee reports and announcements were given: Amunrud – Community Services, Prestby – Insurance, and Bakke – Performance Measurement.

Christopher Graves, Zoning Administrator, was present.

On motion by Kaase and seconded by Amunrud, the Board unanimously approved an access permit for the Fillmore Free Methodist Church, CSAH #8, Section 3, Fillmore Township, to access the parking lot on the northeast side of the property, as recommended by the Zoning Administrator and Highway Engineer.

On motion by Amunrud and seconded by Bakke, the Board unanimously approved an access permit for Robert and Deborah Hofner to access their garage, County Road 1, Section 29, Bloomfield Township, as recommended by the Zoning Administrator and Highway Engineer.

Committee reports continued: Amunrud – State Community Health Services Advisory Committee and Joint Fillmore-Houston Community Health Task Force.

The Citizens Input portion of the meeting was opened and closed at 9:34 a.m. as no one was present to speak.

Jocelyn Poehler, Assistant County Attorney, was present and introduced herself to members.

John Grindeland, Engineer and Brent Kohn, Maintenance Superintendent, were present

Authorization was requested as part of the State approval process for William Mensink for aviation services d/b/a Slip Skid Aviation LLC at the Fillmore County Airport. Approval by the County and State of Minnesota for an Aircraft Dealers' license will allow Mensink to operate his business at the Airport which will complement the Fixed Base Operator business that is already there and operated by Isaac Deters.

There was discussion about Deters' possession of a dealer's license. Deters' does not see this as a conflict but also does not want to lose his license. Mensink reported on discussions with the State of Minnesota, and he understands that having both as licensed dealers is acceptable to the State.

On motion by Bakke and seconded by Dahl, the Board unanimously approved the letter of authorization of the aviation business for William Mensink at the Fillmore County Airport to be signed by the Board Chair, as recommended by the Highway Engineer.

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

**RESOLUTION 2011- 054:** Final payment of \$8353.65 to Minnowa Construction, Inc. for SP 23-598-008, Carimona Township

On motion by Dahl and seconded by Amunrud, the Board unanimously approved to accept the low bid of \$522,419.15 from Dunn Blacktop Company, A Division of Mathy Construction for bituminous on SAP 23-625-012 and SAP 23-625-013, CSAH# 25, north of Peterson with the understanding that the Engineer can opt

out, and as recommended by the Highway Engineer.

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

#### WARRANTS

On motion by Dahl and seconded by Bakke, the Board unanimously approved to accept the low bid of \$609,111.09 from Dunn Blacktop Company, A Division of Mathy Construction for bituminous on SAP 23-627-18, CSAH #27, as recommended by the Highway Engineer.

A bid of \$1,000 was received from the City of Peterson for Parcel #07.0133.000 for .76 acres in the City of Peterson. There was discussion about the valuation from the Assessor's office and comparable sales. Consensus was to continue the discussion in closed session.

Kristina Kohn, Human Resources Officer, entered the meeting.

On motion by Amunrud and seconded by Bakke, the Board unanimously approved the appointment of Jason Marquardt as the replacement Veteran Services Officer at the non-union pay scale rate of Grade 5/Step 1, effective Friday, September 30, 2011 for a four year appointment with the first year being a probationary appointment with the requirement to become certified by the Department of Veteran Affairs within the first year of employment.

A summary of the Personnel policy revisions was presented by Kohn as follows:

The Employment policy has been revised to clarify the authorizing authority, define the Personnel and Hiring Committees, update the order and steps in the hiring process, and authorize the hiring committee to continue positions to the public while retaining the internal candidates.

There was discussion about the Board's authority in relation to elected officials. Consensus was to seek additional information prior to a decision on this policy amendment.

On motion by Amunrud and seconded by Bakke, the Board unanimously approved the Personnel Policy amendment to Employment of Relatives as recommended by Department Heads.

Information was presented about the following changes to the Employment Status policy: addition and definition of the term "even pay" and the definition of full time employees. There was discussion about the definition of full time as it pertains to benefit eligibility and employees who are hired for 40 hours per week. This policy will be reviewed further and brought back to the Board.

On motion by Bakke and seconded by Kaase, the Board unanimously approved the amendment to the Pre-employment Medical Examination section of the Personnel Policy as recommended by Department Heads

On motion by Kaase and seconded by Amunrud, the Board unanimously approved for the Chair to close the meeting at 11:07 a.m. pursuant to M.S. 13D.03 for a 2011 Local #49 contract strategy session. All members were present. Also present were Karen Brown, Coordinator/Clerk, John Grindeland, Engineer; Brent Kohn, Maintenance Supervisor; and Kristina Kohn, Human Resources Officer.

The Chair reopened the meeting at 12:25 p.m. and resumed in special session. All members were present. Also present were Karen Brown, Coordinator/Clerk, John Grindeland, Engineer; Brent Kohn, Maintenance Supervisor; and Kristina Kohn, Human Resources Officer.

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On motion by Kaase and seconded by Amunrud, the Board unanimously approved for the Chair to close the meeting at 12:26 p.m. pursuant to M.S. 13D.05 Subd. 3(c)(1) for a strategy session regarding the sale of Parcel #07.0133.000 in the City of Peterson.

The Chair re-opened the meeting at 12:27 p.m. and resumed in special session. All members were present. Also present were Karen Brown, Coordinator/Clerk, John Grindeland, Engineer; and Brent Kohn, Maintenance Supervisor.

On motion by Kaase and seconded by Amunrud, the Chair adjourned the meeting at 12:28 p.m.