

This is a preliminary draft of the January 3, 2012 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 annual session this 3rd day of January, 2012 at 9:00 a.m. in the Commissioners' Board Room, Fillmore County Courthouse, in the City of Preston.

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

Kristina Kohn, Human Resources Officer, entered the meeting.

A motion was made by Amunrud and seconded by Bakke to nominate Thomas Kaase as Chair of the Fillmore County Board of Commissioners for 2012.

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

A motion was made by Prestby and seconded by Kaase to nominate Randy Dahl as Vice Chair of the Fillmore County Board of Commissioners for 2012.

On motion by Bakke and seconded by Amunrud, the Board unanimously approved to cease nominations and cast a unanimous ballot to elect Randy Dahl as Vice Chair of the Fillmore County Board of Commissioners for 2012.

The meeting was then turned over to Chair Kaase.

Chair Kaase thanked everyone for the vote of confidence to elect him as Chair for this year. Chair Kaase stated that he had learned a great deal from his colleagues and hopes that will help him serve as Chair of the Board.

He continued by stating that he is asking, like Commissioner Bakke did, that the following 2012 challenges be jotted down for review and follow-up throughout the year:

- 1) Veteran's Cemetery will be proceeding forward and he thanked Commissioner Amunrud for his work on this project.
- 2) Sand is becoming more and more of a conversation topic. Thanks were given to Commissioner Bakke and the Zoning Administrator for their work to gather information in preparation for a good decision by the County on this issue.
- 3) Re-design opportunities, as with Community Services, will be considered with future County openings.
- 4) The Sheriff and Fillmore County have done a lot of work with Allied Radio Matrix for Emergency Response (ARMER). Chair Kaase believes the County is moving in the right direction toward compliance with the 2013 narrow band mandate and that the process will continue to result in savings.
- 5) In light of recent tragedies around the state, the criminal justice committee will be looking at security of the courtroom and other county buildings.
- 6) Public accessibility such as citizen's input at every board meeting will continue to be a priority to allow

opportunities for citizens to bring concerns. In addition, Chair Kaase would like the Board to consider the broadcast of meetings by either cable or video streaming.

7) Continue forward on the County Web update work is done to make it more user friendly.

8) Conversations will continue about Dodge-Fillmore-Olmsted Community Corrections to allow for movement in the best direction for our county and constituents.

9) Chair Kaase would like consideration of social networking options to allow members to give more accessibility to citizens who may not want to telephone or come to meetings.

10) Finally, Chair Kaase would like research done regarding possible commissioner scholarships funded with contributions from each commissioner. These would be awarded to student residents who are looking at continuing their education in a county government related course of study.

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

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

1. December 27, 2011 County Board minutes, as presented.

2. Overnight stays for Community Services Social Services staff to attend mandated training in 2012 as recommended by the Social Services Manager.

3. Annual maintenance fee of \$5,600.00 to MN Counties Computer Co-op for MCAPS software as recommended by the County Attorney.

4. Step increase for Catherine Ness, Office Support Specialist, to Merit Range 22/Step 5 (E) effective January 7, 2012, as recommended by the Social Services Manager.

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

WARRANTS

The Auditor's warrants were reviewed.

Kristina Kohn, Human Resources Officer, was present.

On motion by Amunrud and seconded by Dahl, the Board unanimously approved the adoption of the 2012 non-union pay plan with a 1.5% adjustment.

NON-UNION PAY PLAN

A motion was made by Dahl and seconded by Prestby to approve the adoption of the 2012 merit pay plan. There was discussion about the need to review the large number of years within some of the grades. It was noted that this was adjusted during the pay equity review and more adjustments are planned when incumbents will not be negatively impacted. The Chair called for a vote. Commissioners voting "aye": Amunrud, Prestby, Dahl and Kaase. Commissioners voting "nay": Bakke. The motion prevailed.

MERIT PAY PLAN

On motion by Amunrud and seconded by Dahl, the Board unanimously approved to hire Tracy Pearson as replacement .6 FTE Assistant County Attorney at Grade 13/Step 1, effective Friday, January 6, 2012 as recommended by the Hiring Committee.

On motion by Amunrud and seconded by Bakke, the Board unanimously approved payment of the invoice for the 2012 annual dues of \$9,829.00 to Association of Minnesota Counties.

Coordinator Brown reported that the National Association of Counties (NACo) membership dues have been paid.

Chair Kaase opened and closed the citizens input portion of the meeting at 9:32 a.m. as no one was present to speak.

On motion by Dahl and seconded by Bakke, the following resolution in accordance with M.S. 282.08 was unanimously adopted:

RESOLUTION 2012-001: Dedication of portion of tax forfeiture proceeds to parks

Consensus was to use these tax forfeiture funds to pay for maintenance of the County parks and to maintain a balance of \$1,000.00 in the account.

On motion by Bakke and seconded by Prestby, the Board unanimously adopted the 2012 Auditor's warrant policy as presented in accordance with M.S. 384.13. (Policy on file in the Auditor/Treasurer's office)

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

BE IT RESOLVED THAT the regular 2012 County Board meetings will be held at 9:00 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 other meetings may be called as necessary.

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

BE IT RESOLVED THAT the 2012 Fillmore County per diem rate be set at \$40.00/day as prescribed by law.

On motion by Dahl and seconded by Amunrud, the Board unanimously approved to set the 2012 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 \$.555 per mile and reimbursements would follow any 2012 federal changes to the rate.

On motion by Bakke and seconded by Dahl, the Board unanimously approved to set the 2012 hourly rate for temporary entry level office in appointed offices at Grade 1/Step 1 (\$11.2356/hr.) in accordance with the 2012 non-union pay chart.

On motion by Prestby and seconded by Amunrud, 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 2012, shall be granted \$75.00. 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 \$75.00.

On motion by Dahl and seconded by Bakke, the Board unanimously approved to authorize elected officials and department heads to attend their respective annual Association of Minnesota Counties 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 Dahl, the Board unanimously approved the 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.

A motion was made by Dahl and seconded by Bakke to adopt the following resolution:

NOW THEREFORE BE IT RESOLVED THAT Fillmore County offices will close at 2:00 p.m. on

December 24, 2012 and

LET IT FURTHER BE RESOLVED THAT up to 2.5 hours of paid regular time off will be granted to all non-union employees for December 24, 2012. There was discussion about a previous county attorney's opinion that there is a statute that may not allow the courthouse to be closed that day, employees who have to work those hours and employees' ability to use paid time off for those hours. It was stated that the statute has been reviewed and this closing is allowable. The Chair called for a vote: Commissioners voting "aye:" Amunrud, Bakke, Kaase and Dahl. Commissioners voting "nay:" Prestby. The motion prevailed.

On motion by Dahl and seconded by Bakke, the Board unanimously approved to adopt the amended 2012 committee appointment list.

LIST

Bakke stated that he continues to be a part of the AMC Executive Board. He continued that he will not be traveling out of state and he expects that AMC will cover 100% of these costs as in the past year, but there may be some costs that they won't cover. The consensus was that the County Board will cover these remaining costs as necessary.

Daryl Jensen, Sheriff, addressed the Board and recommended re-appointment of Thomas Kycek as Chief Deputy Sheriff.

On motion by Dahl and seconded by Prestby, the Board unanimously approved the re-appointment of Thomas Kycek as Chief Deputy Sheriff for 2012 as recommended by Sheriff Jensen. The Sheriff noted that Kycek is a great asset to the County.

On motion by Amunrud and seconded by Dahl, the Board unanimously set the Chief Deputy Sheriff's 2012 annual salary at \$68,966.97 in accordance with policy.

On motion by Dahl and seconded by Prestby, the Board unanimously approved the 2011 budget amendment to move revenue of \$620,544.91 from Current Taxes (5201) to Real and Agricultural Market Value (5208) and prorate among funds as recommended by the Auditor/Treasurer.

On motion by Amunrud and seconded by Bakke, the Board unanimously approved the 2011 budget amendment to move amounts budgeted for Fund 36 (Debt Service) to Fund 39 (2010 CIP Debt Service) as recommended by the Auditor/Treasurer.

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

RESOLUTION 2012-002: Use of website as alternative method to disseminate bids

A motion was made by Amunrud and seconded by Dahl to approve the 2012 cell phone and smart device stipend monthly rates as per the electronic communications policy as recommended by the Technology/Land Records/GIS Committee. There was discussion about the distribution of the stipends, stipend review process, new legislation regarding use of cell phones in commercial vehicles and the number of County owned cell phones. These policies are being reviewed and will be brought before the Board for adoption.

<i>Tier One - Basic Use (or voice only service)</i>	<i>\$15.00</i>
<i>Tier Two - Modest Use (or moderate voice, or voice plus data service)</i>	<i>\$20.00</i>
<i>Tier Three - Enhanced Use (or heavy voice, or voice plus data service)</i>	<i>\$25.00</i>
<i>Tier Four - High Use (or full voice + data service)</i>	<i>\$45.00</i>

On motion by Prestby and seconded by Bakke, the Board unanimously approved overnight stays and related expenses for Highway staff to attend 2012 Highway training sessions with the exception of the National Association of County Engineer's conference in Lexington, which is being sent back to the Highway Committee for review.

LIST

The following bids were opened at 10:30 a.m. for the 2012 County printing:

Newspaper	Charge per Inch	Relative Cost		
Spring Valley Tribune				
Official Newspaper	\$1.5000	\$.108696		
1st Financial Statement	.9500	.068841		
Delinquent Tax List	1.5000	.108696		
 Bluff Country Reader				
Official Newspaper	\$1.3000	\$.090278		
1st Financial Statement	3.5000		.243056	Delinquent Tax List 1.3000
			.090278	
 Fillmore County Journal				
Official Newspaper	\$.7500	\$.053241		
1st Financial Statement	\$.7500	\$.053241		
Delinquent Tax List		\$.7500	\$.053241	

The following calendar items, committee reports and announcements were given: Bakke – Planning Commission will not meet in January; Amunrud – Department of Human Services (DHS) Redesign Steering Committee meeting on January 5th, Workforce Development meeting on January 25th, and DHS Steering committee meetings on February 2nd and 3rd; Dahl – Semcac meets January 9th and a City of Whalan zoning meeting that the Zoning Administrator and County Attorney could not attend; and Kaase – Public Safety Answering Point telephone conference on January 4th.

Chair Kaase asked about a planned legislative session. Coordinator Brown indicated that the document for legislators is being updated. Kaase asked that availability of legislators be checked for January 17th.

Coordinator Brown also reported that applications are being reviewed for a Community Service Director and that initial interviews are planned for January 12th and 13th. A second panel interview is planned for Fillmore County later in the month. Chair Kaase will participate in the interview process.

On motion by Prestby and seconded by Bakke, the Board unanimously approved to reconsider the motions to appropriate to Southern Minnesota Tourism Association and Historic Bluff Country.

On motion by Bakke and seconded by Amunrud, the Board unanimously approved to appropriate \$1,043.40 each to Southern Minnesota Tourism Association and Historic Bluff Country at the per capita rate of \$.05 in accordance with the requests and 2010 Census population.

Committee reports and announcements continued: Amunrud asked that arrangements for his attendance at the AMC Leadership conference be cancelled.

Sheriff Daryl Jensen announced that Fillmore County officers will be assisting with security for the

Lake City officer's upcoming funeral. It was noted that this type of event reinforces the need to continue readiness training.

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

BE IT RESOLVED THAT the Fillmore County Journal be designated as the Official Newspaper for 2012 with publishing to be furnished at the relative cost of \$.053241 per column inch, the low bid.

On motion by Prestby 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 2012 printing of the 2011 Delinquent Tax List with publishing to be furnished at the relative cost of \$.053241 per column inch, the low bid.

On motion by Bakke 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 printing the 2011 Financial Statement with publishing to be furnished at the relative cost of \$.053241 per column inch, the low bid.

On motion by Prestby and seconded by Amunrud, the Chair adjourned the meeting at 11:12 a.m.