

**STEVENS COUNTY
BOARD OF COMMISSIONERS
Regular Meeting
Official Proceedings
Tuesday, January 19, 2021
9:00 a.m.**

The regular meeting of the Stevens County Board of Commissioners was called to order at 9:00 a.m., Tuesday, January 19, 2021, by Chair Donny Wohlers. Members in attendance were: Ennen, Wohlers, Wiese and Staples. Absent: Kopitzke.

The Pledge of Allegiance was recited.

Commissioner Staples moved to approve the Agenda as presented. Commissioner Ennen seconded the motion with all members voting aye, motion carried.

Commissioner Ennen moved to approve minutes of 01/05/2021 regular meeting. Commissioner Wiese seconded the motion with all members voting aye, motion carried.

The Chair opened the meeting for public comment.

Having none, Dona Greiner Emergency Management Director gave a review of 2020 EM activities. The majority of the year has been consumed with managing issues related to the COVID-19 pandemic and the emergency declarations that resulted. Greiner gave updates on all other areas that she manages. Including: radios, dispatch, emergency notifications, updates to planning, etc. A full overview of the report is included in the board packet. Greiner fielded questions from the Commissioners.

Human Service Director Liberty Sleiter, presented the list of warrants for approval. Human Service warrants were approved in the amount of \$161,423.55 on a motion by Ennen, second by Wiese and all members voting aye, motion carried.

Commissioner Staples moved the following resolution:

**RESOLUTION NO. 210119-04
RESOLUTION ACCEPTING YAF & SAFE DONATIONS**

WHEREAS, Stevens County Human Services received donations from West Central Christian Homes in the amount of \$125 for its Youth Activity Fund and

WHEREAS, Stevens County Human Services received donations from Rhonda and Michael Asmus in the amount of \$50 for its Youth Activity Fund and;

WHEREAS, Stevens County Human Services received donations from Bremer Bank in the amount of \$200 for its Youth Activity Fund and;

WHEREAS, Stevens County Human Services received donations from Bonanza Bean, LLC in the amount of \$50 for its Youth Activity Fund and \$50 for Senior Adult Fund Emergency and;

WHEREAS, Stevens County Human Services received donations from Morris Area Women of Today in the amounts of \$25 for its Youth Activity Fund and \$25 for Senior Adult Fund Emergency and;

WHEREAS, State Law requires that the County Board acknowledges receipt of those donations;

THEREFORE, the Stevens County Board of Commissioners acknowledges and accepts the donations received for the Youth Activity Fund and Senior Adult Fund Emergency.

Commissioner Wiese seconded the motion with all members voting aye, motion carried.

Commissioner Wiese moved the following resolution:

**RESOLUTION NO. 210119-05
RESOLUTION ACCEPTING HOLIDAY DONATIONS**

WHEREAS, Stevens County Human Services received donations from the following businesses and individuals:

Donor	DONATION
Bremer Bank	Home for Good Kits
West Central Cattleman	10 Holiday Meals
Dacotah Bank	3 meals and gifts for Christmas and 3 meals for Thanksgiving
Horton 4H Club	2 Meals for Christmas and 2 Meals for Thanksgiving
Huntley Family	Gifts for a Family
St Mary's School	6 meals for Families
Chokio Study Club	Gift Certificates to Meadowland
PrimeWest Health	Monetary Donation
Morris Area Woman of Today	5 meals for Thanksgiving and Christmas
Good Shepard Lutheran Church	New Mittens and hats
Vicky Dosedall/Lawn and Driveway Services Inc.	Monetary Donation
Chokio Community Club	Monetary Donation
Anonymous	Monetary Donation
Anonymous	New Bike
Anonymous	14 blankets for kids and babies
Anonymous	New Stocking Hats
Anonymous	Houseware, toys and clothing

WHEREAS, State Law requires that the County Board accepts the receipt of these donations;

THEREFORE, BE IT RESOLVED, the Stevens County Board of Commissioners acknowledges and accepts the above-mentioned donations received for the Restricted Fund in the General Fund 02.

Commissioner Ennen seconded the motion with all members voting aye, motion carried.

Sleiter presented an updated Region 4 South Mental Health Consortium Joint Powers Boards By-Laws for approval. Updated bylaws were to meet the needs of a Director serving more than one county. Commissioner Wiese motioned to approve the JPA as presented. Commissioner Ennen seconded the motion with all members voting aye, motion carried. Commissioner Ennen gave some details of the JPA.

Sleiter provided an update on Sourcewell which manages the Family Child Care Licensing.

Sleiter gave an overview of the current Human Services caseload in regard to the current waivers in place.

Human Resources Coordinator Jan Gomer requested approval to accept the resignation of custodian Steve Barsness effective January 8, 2021 and approve backfilling the position. Commissioner Staples motioned to accept the resignation from Steve Barsness effective January 8, 2021. Commissioner Ennen seconded the motion with all members voting aye, motion carried.

Commissioner Staples motioned to approve backfilling the Custodial position. Commissioner Ennen seconded the motion with all members voting aye, motion carried.

Gomer recommended providing wage augmentations in 2021 for three Human Services supervisors. Gomer stated the Human Services Department currently utilizes an informal on-call list of employee volunteers to check messages, emails, and faxes for child protection notifications after hours which must be responded to within 24 hours of the message being left. A long-term solution will be negotiated with the AFSCME General bargaining unit later this fall. Commissioner Ennen motioned to approve to pay the \$3,733.33 augmentation to Social Services Supervisors Jenny Rose and Mandy Lein and the Human Services Director Liberty Sleiter for 2021. Commissioner Wiese seconded the motion with all members voting aye, motion carried.

Gomer requested approval to exit the Merit System. Gomer provided a brief history of the Minnesota Merit System and its benefits noting that with a formal Human Resources department, utilizing consistent hiring processes and compliant classification and pay equity systems, the dual process with Merit System was redundant and created hiring inefficiencies. Gomer noted the process to withdraw was formal and under the guidance of the Merit System for compliance, required at least a one-calendar year notification. A notification sent in January 2021, would indicate a January 1, 2023 effective date. After some discussion. Commissioner Ennen motioned to send formal notification to the Minnesota Merit system with Stevens County's intent to withdraw. Commissioner Staples seconded the motion with all members voting aye, motion carried.

Gomer requested the approval of 2020 Pay Equity Compliance Report. Gomer provided an overview of the data required for analysis in the report noting it appeared Stevens County was in compliance but only by a statistical insignificance. Commissioner Staples motioned to authorize

Gomer to submit the 2020 Pay Equity Report as presented. Commissioner Ennen seconded the motion with all members voting aye, motion carried.

Auditor/Treasurer Stephanie Buss presented the list of Auditor's Warrants for the 1/06/21 and 01/13/21 time periods for review. Buss fielded questions.

Wiese moved to approve the Commissioner Warrants in the following amounts:

FUND	AMOUNT
Revenue	\$146,266.33
Special Reserves Fun	\$15,246.70
County Road & Bridge Fund	\$203,200.31
Solid Waste Service	\$26,226.83
Stevens County GO Bonds	\$435.00
County Ditches Fund	\$118,448.93
TOTAL	\$572,824.10
Warrants \$2000 or more:	
CBS Squared, Inc.	\$31,215.68
Counties Providing Technology	\$6,770.00
Engbretson & Sons Disposal Service, Inc	\$32,067.43
I + S Group, Inc	\$38,722.34
Jim Riley & Sons Inc	\$12,425.00
L & O Acres Transport Inc	\$2,312.19
Macey Construction Co	\$50,164.75
MCCC MI 33	\$3,381.00
McLeod County Solid Waste	\$2,373.60
Mn Counties Intergovernmental Trust	\$167,220.00
Mn Sheriffs Association	\$4,447.48
Motorola	\$14,660.86
Pope County Auditor/Treasurer	\$10,342.10
Rinke-Noonan	\$6,687.50
Stevens County Highway Dept.	\$4,806.19
Stevens County Times	\$2,072.00
US Bank	\$127,387.50
Wenck Associates, Inc.	\$3,031.88
West Central Regional Juvenile Center	\$2,743.00
Westmor Industries LLC	\$29,091.00
Payments for less than \$2000	\$20,902.60
TOTAL	\$572,824.10

Ennen seconded the motion with all members voting aye, motion carried.

Buss requested approval of loan advance from CD18 to CD5 in the amount of \$4,500. Commissioner Wiese motioned to approve loan advance from CD18 to CD5 in the amount of \$4,500. Commissioner Staples seconded with all members voting aye, motioned carried.

Buss requested approval of loan advance from CD18 to CD25 in the amount of \$6,500. Commissioner Ennen motioned to approve loan advance from CD18 to CD25 in the amount of \$6,500. Commissioner Wiese seconded the motion with all members voting aye, motion carried.

Buss presented year end ditch balances for review.

Buss requested approval for pay request #4 for County Ditch 18. Commissioner Staples motioned to approve Pay Request #4 to Riley Bros Inc in the amount of \$32,819.40. Commissioner Wiese seconded the motion with all members voting aye, motion carried.

Buss requested to set final public hearing for Findings and Order for CD5 on February 16, 2021 at 5:30 p.m. Commissioner Staples motioned to set public hearing for Findings and Order for CD5 on February 16, 2021 at 5:30 p.m. at the Old No. 1 Southside. Commissioner Wiese seconded the motion with all members voting aye, motion carried.

Buss requested to set final public hearing for Findings and Order for CD25 on February 16, 2021 at 7:00 p.m. Commissioner Ennen motioned to set public hearing for Findings and Order for CD25 on February 16, 2021 at 7:00 p.m. at the Old No. 1 Southside. Commissioner Wiese seconded the motion with all members voting aye, motion carried.

Planning and Zoning Director Bill Kleindl requested approval of resolution to adopt and implement Bois de Sioux Mustinka CWMP on contingent on BWSR Board Approval.

Commissioner Ennen moved the following resolution:

**Resolution 210119-06
To Adopt and Implement The Bois de Sioux – Mustinka
Comprehensive Watershed Management Plan**

Whereas, Stevens County entered into a Memorandum of Agreement to develop the Bois de Sioux – Mustinka Comprehensive Watershed Management Plan; and

Whereas, Stevens County has been an active participant in the development of the Bois de Sioux – Mustinka Comprehensive Watershed Management Plan (Plan); and

Whereas, Stevens County recommended the Bois de Sioux – Mustinka Policy Committee submit the Plan for State approval on December 15, 2020; and

Whereas, the Bois de Sioux – Mustinka Policy Committee submitted the Plan for State approval on December 4, 2020; and

Whereas, the Board of Water and Soil Resources (BWSR) North Region Committee met on January 6, 2021 and decided to recommend the Plan be approved according to Minnesota Statutes 103B.101, subdivision 14 at the BWSR meeting on January 27, 2021;

Now; Therefore, Be it Resolved, contingent on BWSR approval the Stevens County Board of Commissioners hereby adopts and will begin implementation of the Plan for the area of Stevens County identified within the Plan and serve as a substitute for the county local water management plan as per 103B for the duration of the state approved Plan.

Commissioner Wiese seconded the motion with all members voting aye, motion carried. County Administrator Rebecca Young requested the approval for 2021 Budget Adjustment. Commissioner Staples motioned to modify the 2021 Budget in the amount of \$14,400 to 2-706-6815. Commissioner Wiese seconded the motion with all members voting aye, motion carried.


Young presented a request from Stevens County Law Library for a wage increase for Kelly Hentges. Commissioner Ennen motioned to increase monthly compensation from \$50 to \$80 per month for Kelly Hentges. Commissioner Wiese seconded the motion with all members voting aye, motion carried.

Young gave an update on CARES and State Business Relief monies.

Commissioners were provided an opportunity to update on assigned committee activities.

Having no further business, the meeting was adjourned at 10:27 a.m. on a motion by Staples, second by Wiese and all members voting aye.


Rebecca Young, County Administrator


Donny Womersley, Chair
Vice CW, IV