

**STEVENS COUNTY
BOARD OF COMMISSIONERS
Organizational Meeting
Official Proceedings
Tuesday, February 02, 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 5, 2021, by Chair Donny Wohlers. Wohlers asked Vice Chair Staples to facilitate. Members in attendance were Wiese, Ennen, Kopitzke, Wohlers and Staples.

The Pledge of Allegiance was recited.

Commissioner Kopitzke moved to approve the Agenda with additions: Jan Gomer, hire approval; Bill Kleindl MCPA update; and Rebecca Young, Morris Model update. Commissioner Wiese seconded the motion with all members voting aye, motion carried.

Commissioner Ennen moved to approve minutes of the 01/19/21 regular meeting. Commissioner Wiese seconded the motion with all members voting aye, motion carried.

The Chair opened the meeting for public comment.

Having none, Stephanie Buss Auditor/Treasurer presented the Auditor's Warrants for the 01/20/21, 01/21/21 and 01/27/21 time periods for review.

Buss presented a request for a budget adjustment for 2021. Human Services Department is requiring all staff time in Social Services Time Study be expensed to their own account. Adjustment is just shifting expenses from Program 700 (admin) to new code 701 (SSTS participants). Commissioner Wiese motioned to approve Humans Services budget adjustment from program 700 to program 701 for 2021. Commissioner Kopitzke seconded the motion with all members voting aye, motion carried.

Jan Gomer Human Resources Coordinator requested approval of resignation for Haley Rohloff. Commissioner Kopitzke motioned to accept resignation of Haley Rohloff, Child Protection Social Worker as of February 10, 2021. Commissioner Wiese seconded the motion with all members voting aye, motion carried.

Gomer requested approval to backfill position. Commissioner Ennen motioned to approve backfill for Child Protection Social Worker position. Commissioner Wiese seconded the motion with all members voting aye, motion carried.

Gomer presented a contract for purchase of services with Haley Rohloff for child protection social work. Commissioner Ennen motioned to approve the contract with Haley Rohloff as presented. Commissioner Kopitzke seconded the motion with all members voting aye, motion carried.

Gomer requested approval to hire Tara Flaten and James Stoker as part-time Dispatch/Jailers. Commissioner Kopitzke motioned to hire Tara Flaten as intermittent part-time Dispatch/Jailer at

Grade 15, Step 2 and James Stocker as regular part time Dispatcher/Jailer starting at Grade 15, Step 1 start date to be determined. Commissioner Ennen seconded the motion with all members voting aye, motion carried.

Todd Larson County Engineer gave an update on maintenance, engineering, and administration. Larson requested approval to advertise for bids. Commissioner Ennen motioned to advertise for bids for SAP 075-601-034 and SAP 075-608-031 bituminous paving, mill overlay and aggregate shouldering. Commissioner Wiese seconded the motion with all members voting aye, motion carried.

Larson gave an update on Silver Lake project. After some discussion. Commissioner Wiese motioned to proceed with a hydraulic study with present costs to be shared with Grant County at a later board meeting for approval. Commissioner Kopitzke seconded the motion with all members voting aye, motion carried.

Larson gave an update for School Route to Safety Grant was awarded to Hancock Public School.

Bill Kleindl Planning and Zoning Environmental Services Director gave an update on MPCA Organics Grant. Stevens County did not receive that grant but is available for second round and an application will be resubmitted. Pope/Douglas County will give an update on organic recycling at a later meeting.

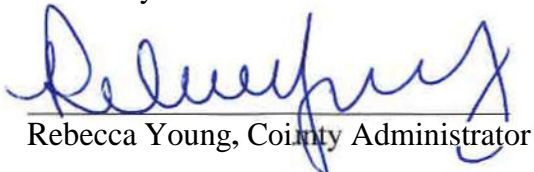
Rebecca Young County Administrator requested approval for Tax Exempt Purchasing Agent Agreement. Donlar and others can leverage our tax-exempt status to purchase materials tax free for the highway construction project. Donlar is requesting this agreement. Commissioner Kopitzke motioned to sign Tax Exempt Purchasing Agent Agreement with Donlar for highway facilities construction. Commissioner Wiese seconded the motion with all members voting aye, motion carried.

Young gave a Business Relief Grant update. Committee has met twice to review the 34 applications. The County has just over \$256k to divide out after grants are ranked and graded. Board will receive a list of the grantees prioritize of grant funds granted.

Young gave a Facility Committee update. New highway facility goes to bid on 2/2/2021. There will be a pre-bid meeting on 2/9/2021 at 2 pm, followed by the public bid letting at 2 pm on 2/25/2021. The committee also is working to get bids for building repairs to the Lee Community Center. Project scope will include door bank replacements, and exterior steel repair to damaged panels.

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

Having no further business, the meeting was adjourned at 9:55 a.m. on a motion by Kopitzke, second by Wiese and all members voting aye.


Rebecca Young, County Administrator


Donny Wohlers, Chair