

**STEVENS COUNTY
BOARD OF COMMISSIONERS
Regular Meeting
Official Proceedings
Tuesday, March 3, 2020
8:30 a.m.**

The regular meeting of the Stevens County Board of Commissioners was called to order at 9:00 a.m., Tuesday, March 3, 2020, by Chair Bob Kopitzke. Members in attendance were: Wiese, Ennen, Kopitzke, Wohlers, and Staples.

The Pledge of Allegiance was recited.

Agenda approved with additions on a motion by Ennen, second by Wiese, and all members voting aye, motion carried.

Staples moved to approve the minutes of the February 18, 2020, regular meeting. Wohlers seconded the motion and all members voted aye, motion carried.

The Chair opened to the meeting to public comment. Morris Model Blaine Hill and Guido Wallraven and four others were in attendance. Hill updated board on activities and the continued working relationship the Morris Model Partners have had. Wallraven gave an overview on continued education efforts of sustainable model.

Auditor/Treasurer Stephanie Buss presented Auditor's Warrants for review for the 2/19/20 and 2/26/20 time periods. Buss noted a coding correction.

Buss requested approval of a loan advance for County Ditch 25 to cover the \$14,000 expense from the County Ditch 30 fund balance. The request to allocate \$14,000 of funds from the County Ditch 30 fund balance to the County Ditch 25 fund balance was approved on a motion by Wohlers, second by Ennen, and all members voting aye, motion carried.

Buss requested approval of a loan advance for County Ditch 18 to cover the \$11,500 expense from the County Ditch 30 fund balance. The request to allocate the \$11,500 of funds from the County Ditch 30 fund balance to the County Ditch 18 fund balance was approved on a motion by Ennen, second by Wiese and all members voting aye, motion carried.

Buss requested approval of a loan advance for County Ditch 5 to cover the \$7,000 expense from the County Ditch 30 fund balance. The request to allocate \$7,000 of funds from the County Ditch 30 fund balance to the County Ditch 5 fund balance was approved on a motion by Wiese, second by Staples, and all members voting aye, motion carried.

Buss requested approval for a Raffle/Gambling Permit for the Donnelly Rod & Gun Club. The Gambling Permit was approved for the date of 4/7/20 on a motion made by Ennen, second by Wiese, and all members voting aye, motion carried.

Drug Court Coordinator Karon White presented an invitation to the Commissioners to attend a graduation from treatment court on May 5 at 3:00 p.m. White also gave updates on graduation statistics and continued success with lowering recidivism rates.

County Attorney Aaron Jordan presented on courtroom technology. Jordan fielded questions from the commissioners. After a lengthy discussion, technology request was tabled until next month. Board requested that staff bring back additional quotes, check with courts on integration of ITV technology, and more reliable final costs.

County Assessor Craig Swanson presented to the board an Assessing Contract with Stevens Township for approval. Staples motioned to approve the 5-year Assessing Contract with Stevens Township starting July 2020. Wiese seconded the motion, all members voting aye, motion carried.

Human Resources Coordinator Jan Gomer requested the approval to hire Anthony Tiesler as Deputy Sheriff. Commissioner Staples motioned to hire Anthony Tiesler as Deputy Sheriff at Grade 18 Step 1 with a start date of 3/16/2020. Commissioner Wiese seconded the motion, all members voting aye, motion carried.

Gomer requested the approval to hire Sheri Van Horn as Custodian. Commissioner Wohlers motioned to hire Sheri Van Horn as Custodian at Grade 12 Step 4 with a start date of 3/23/20. Commissioner Ennen seconded the motion, all members voting aye, motion carried.

County Engineer Todd Larson provided an update on maintenance, engineering and administration.

Larson requested approval to advertise for bids. The request to approve the advertisement of SAP 075-601-032, grading and aggregate base project from CSAH1 was approved on a motion by Ennen, second by Wohlers, and all members voting aye, motion carried.

County Coordinator Rebecca Young gave a summary of the 2019 General Fund Budget:

County Wide: budgeted investment earnings of \$181k, earned \$241k...market adjustment of the investment holdings value so it shows \$468k earned; Health and dental insurance show overages, but this isn't deficit spending as this is employee paid portion;

Levy and state aids: Should be over revenue projections, budget is ran on accrual so there are some differences in the current tax, we had 30k in disparity aid not budgeted and 96k in market value credit not budgeted;

Commissioners: \$50k payback of CPT investment; \$28k overall to the good; Will have to look at increasing mileage, travel, and trainings commissioners in 2021 as there is a higher participation in all events for the board and ran over budget in 2019;

Coordinator/HR: Coordinator ran over \$7k, HR ran under \$32k, this was staff moves from .25 to Coordinator budget to .5 FTE, and then reallocation of the HR Director to an HR Coordinator;

Auditor/Treasurer: Under \$7k overall on expenditures; Revenue over by \$30k for CPT services;

IT: Over revenue, under expenditures;

County Recorder: Under revenue by \$52k, trending down every year;

Assessor: Under expenditures \$16k;

Courthouse Operations: Under \$23k on expenditures;

Safety Coordinator: Under \$7k on expenditures;

Sheriff: Over Expenditures due to retirement payout, over on OT due to staff changes;

Sheriff – Deputies: This account is all the deputies and FT dispatch; Over on OT and wages, due to turnover and retraining in deputies and dispatch;

Probation: Under by about 7K;

HPH: Additional revenue \$3475 for sick leave payback;

Young requested approval for flex schedule. Young fielded questions from commissioners. Commissioners requested a 30 day look ahead schedule. Commissioners also requested Coordinator keep travel schedule and state commitments as they saw value in the work and benefits to the county on state policy issues. Young suggested that the personnel committee review performance every 90 days while agreement was in place. Commissioner Staples motioned to approve a flex schedule for Coordinator Rebecca Young with a 90-day review by the personnel committee. Commissioner Wohlers seconded the motion, and all members voting aye, motion carried.

Commissioners were provided an opportunity to update assigned committee activities.

Having no further business, the meeting was adjourned at 9:56 a.m. on a motion by Staples, second by Wohlers and all members voting aye.

Rebecca Young, County Coordinator

Bob Kopitzke, Chair