

STEVENS COUNTY
BOARD OF COMMISSIONERS
Regular Meeting
Official Proceedings
Tuesday, March 17, 2020
9:00 a.m.

The regular meeting of the Stevens County Board of Commissioners was called to order at 9:00 a.m., Tuesday, March 17, 2020 by Chair Bob Kopitzke. Members in attendance were Staples, Wiese, Ennen, Kopitzke and Wohlers.

The Pledge of Allegiance was recited.

The agenda with additions was approved on a motion by Ennen, second by Wiese and all members voting aye.

Commissioner Wohlers moved to approve the minutes of the March 3, 2020 regular meeting. Commissioner Wiese seconded the motion and all members voting aye motioned carried.

Commissioner Ennen moved to approve the condensed minutes of the March 3, 2020 regular meeting for publication. Commissioner Wiese seconded the motion and all members voting aye, motion carried.

The Chair opened the meeting to public comment.

Having none, Stephanie Buss Auditor/Treasurer presented the list of Auditor Warrants for the 3/4/ and 3/11 time periods. Buss fielded questions from the Commissioners.

Buss reviewed the list of Commissioner Warrants with the Board. Buss fielded questions from Commissioners.

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

FUND	AMOUNT
Revenue	\$68,039.63
Special Reserves	\$800.44
Road & Bridge	\$44,732.48
Solid Waste	\$5,367.90
Ditches	\$8,359.61
TOTAL	\$127,300.09
Warrants \$2000 or more:	
CPT	\$6,163.00
Douglas County Jail	\$16,381.84
Engbretson & Sons	\$12,852.76
EZ Snow Removal	\$3,284.00

G&R Controls	\$2,843.00
Gislason& Hunter, LLC.	\$2,981.42
I+S Group, LLC.	\$3,429.45
L & O Acres Transport, LLC.	\$5,127.70
Marco Technologies LLC	\$11,871.23
McLeod County Solid Waste	\$2,435.40
Minnesota State Auditor	\$2,135.00
Morris Coop Association	\$15,388.20
Motor Sports of Willmar	\$14,022.41
Tri-County Co-op	\$2,417.24
West Central Regional Juvenile Center	\$5,486.00
Payments Less than \$2000	\$20,481.44
TOTAL	\$127,300.09

Wiese seconded the motion and all members voting aye, motion carried.

Buss requested approval of a loan advance for County Ditch 5 to cover the \$11,000 expense from the County Ditch 30 fund balance. The request to allocate \$11,000 of funds from County Ditch 30 fund balance to 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 of a loan advance for County Ditch 18 to cover the \$16,000 expense from the County Ditch 30 fund balance. The request to allocate \$16,000 of funds from County Ditch 30 fund balance to County Ditch 18 fund balance was approved on a motion by Staples, second by Wiese and all members voting aye, motion carried.

Buss requested approval of a loan advance for County Ditch 25 to cover the \$15,000 expense from the County Ditch 30 fund balance. The request to allocate \$15,000 of funds from County Ditch 30 fund balance to County Ditch 25 fund balance was approved on a motion by Ennen, second by Wiese and all members voting aye, motion carried.

Buss requested approval for the 2020 Retainer Agreement for Rinke Noonan. Wiese motioned to approve the \$200 monthly fee for the 2020 Retainer Agreement with Rinke Noonan with Stephanie Buss as the signee. Staples seconded the motion and all members voting aye, motion carried.

Jon Maras Assistant County Engineer requested the approval to amend the bid letting that was previously approved on 3/3/20. Commissioner Staples motioned to amend bid letting date to April 14, 2020 for advertisement for bids for SAP 075-601-032. Commissioner Wiese seconded the motion, all member voting aye, motion carried.

Bryan Tolifson Maintenance Supervisor requested the approval to purchase a fuel cloud system. Tolifson explained the fuel cloud system and fielded questions from the commissioners. Commissioner Wohlers motioned to approve to purchase the fuel cloud system from Westmor Industries in the of amount of \$6040. Commissioner Ennen seconded the motion and all members voting aye, motion carried.

Rebecca Young County Coordinator presented to the board a new county logo for review and discussion. After some discussion on the logos, will change a couple of options and bring back to the board on April 7, 2020 for approval.

Young presented the Human Services Warrants for approval. Human Services warrants were approved in the amount of \$102,412.53 on a motion by Wohlers, second by Ennen and all members voting aye, motion carried.

Young requested approval for a flex schedule for Mental Health Professional. Commissioner Staples motioned to approve a flex schedule for Molly Westerman a Mental Health Professional effective April 4, 2020 with a 90-day review. Commissioner Wohlers seconded the motion and all members voting aye, motion carried.

At 9:32 a.m. Commissioner Ennen moved to close the meeting to the public under Minnesota Statute 13D.07 Sub 3 and Minnesota Statute 13D.05 Sub 3(d). Wohlers seconded the motion and all members voting aye, motion carried.

At 11:01 a.m. Commissioner Wohlers moved to re-open the meeting to the public. Wiese seconded the motion and all members voting aye, motion carried.

Commissioner Wohlers motioned that employees who elect to travel in the upcoming weeks by airfare, areas of high community transmission, or Level 3 travel areas as outlined by CDC, will be required to self-quarantine upon return with their paid leave banks. Commissioner Staples seconded the motion and all members voting aye, motion carried.

Commissioner Ennen motioned to pay those who were in vacation status when emergency occurred effective 3/16/2020, with no leave deduction and leverage those who can work remotely. Commissioner Wiese seconded the motion and all members voting aye, motion carried.

Commissioner Ennen motioned to appoint Dona Greiner, Sheriff Dingman, County Coordinator Rebecca Young, Chair and Vice Chair to a subcommittee to make decisions in the interim of COVID 19. Commissioner Wiese seconded the motion and all members voting aye, motion carried.

Commissioner Staples motioned to approve personnel committee to approve alternate work hours for the duration of COVID emergency or until full activation of EOC. Commissioner Wohlers seconded the motion and all members voting aye, motion carried.

Commissioner Wiese motioned to cancel all non-essential meetings and travel for county business until otherwise directed. Commissioner Ennen seconded the motion and all members voting aye, motion carried.

Commissioner Wohlers motioned to advertise for hire a temporary fulltime janitor, opened until filled. Commissioner Wiese seconded the motion and all members voting aye, motion carried.

Commissioner Ennen moved the following resolution:

**RESOLUTION NO. 200317-10
RESOLUTION EMERGENCY OPERATIONS
PLAN FOR FUNDING**

WHEREAS, Stevens County Board works to support Emergency Operations Plan of Stevens County;

WHEREAS, Stevens County Board recognizes funding is needed to support those efforts; and

WHEREAS, Stevens County Board has recognized the need to support the response efforts by County Staff in relation to COVID19;

NOW, THEREFORE, BE IT RESOLVED, that the Stevens County Board of Commissioners authorizes \$10,000 of emergency spending as it relates to emergency planning operations to support COVID 19 efforts and authorizes this spending as approved by the EOC Director.

Commissioner Staples seconded the motion and all members voting aye, motion carried.

Chair Kopitzke called on Judge Glasrud to speak. Glasrud expresses concern about possible courtroom closure.

Commissioners were provided an opportunity to review assigned committee activities.

Having no further business, the meeting was adjourned at 11:14 a.m. on a motion by Staples, second by Wohlers and all members voting aye.

Rebecca Young, County Coordinator

Bob Kopitzke, Chair