

**STEVENS COUNTY
BOARD OF COMMISSIONERS
Official Proceedings
Tuesday, May 4, 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, May 4, 2021, by Chair Donny Wohlers. Members in attendance were Wiese, Ennen, Kopitzke, Wohlers and Staples.

The Pledge of Allegiance was recited.

Commissioner Staples moved to approve the Agenda with one addition: Jan Gomer Human Resources Coordinator; resignation for approval. Commissioner Wiese seconded the motion with all members voting aye, motion carried.

Commissioner Kopitzke moved to approve minutes of the 04/20/21 regular meeting. Commissioner Ennen seconded the motion with all members voting aye, motion carried.

The Chair opened the meeting for public comment.

Having none, Aaron Jordan County Attorney gave an update on child protection cases currently in the court system for information only.

Stephanie Buss Auditor/Treasurer presented the Auditor's Warrants for the 04/19/21, 04/21/21, 04/27/21, and 04/28/21 time periods for review. Buss fielded questions.

Buss requested the approval for a Cost Allocation Plan Agreement. Commissioner Wiese motioned to approve a cost allocation plan agreement with Government Management Group for fiscal years ending December 31, 2021, 2022 and 2023 in the amount of \$3750 for each plan year. Commissioner Ennen seconded the motion with all members voting aye, motion carried.

Commissioner Kopitzke moved the following resolution:

**RESOLUTION NO. 210504-13
TO ESTABLISH NSF FEE**

BE IT RESOLVED that the Stevens County Board of Commissioners hereby establishes the policy that checks returned to the County as NSF or any other reason, be assessed a \$35 service fee to cover county costs of pursuing payment.

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

Todd Larson County Engineer gave an update on maintenance, engineering, and administration. Larson fielded questions from Commissioners.

Larson gave an update on Silver Lake project. WSN provided an estimate of consultation for study of \$7000. The cost of the study will be cost shared with Grant county. After discussion and questions, it was decided to move forward with study.

Commissioner Kopitzke motioned to proceed with study with estimated cost of \$7000 with a cost share with Grant County. Commissioner Staples seconded the motion with all members voting aye, motion carried.

Larson stated Stevens County is receiving \$127,654 budgeted Federal CRRSAA monies. More details regarding process and documentation to follow.

Larson requested approval to award 2021 gravel crushing and stockpile contract. Commissioner Ennen motioned to award CP 2021-01 gravel crushing and stockpile contract to apparent low bidder, Commerford Gravel Inc. in the amount of \$1.79/cubic yard. Commissioner Wiese seconded the motion with all members voting aye, motion carried.

Bill Kleindl Planning and Zoning Director requested the approval of Bois de Sioux/Mustinka Fiscal Agent Agreement for approval. Commissioner Kopitzke motioned to approve Fiscal Agent Agreement as presented. Commissioner Staples seconded the motion with all members voting aye, motion carried.

Kleindl gave an update on MPCA Organics Grant. MPCA notified the County that we were selected for a \$250,000 grant award to implement an organic compose collection program. The next step is submittal and MPCA approval of a final project work plan, budget and timeline. Upon state approval of these items the state will initiate the process for execution of the grant agreement. No cost can be incurred until after grant agreement is executed; July 1, 2021 to June 30, 2023.

Rebecca Young County Administrator presented on behalf of Solid Waste Committee. Young gave an overview of demolition debris construction closure. Young, requested approval to accept bid from Riley Bros. Construction. Commissioner Ennen motion to award Riley Bros as apparent low bidder in the amount of \$476,867 for demolition debris landfill construction closure. Commissioner Staples seconded the motion with all members voting aye, motion carried.

Jason Dingman County Sheriff requested approval for two donations. Commissioner Kopitzke motioned to accept \$1600 from Stevens Community Medical Center to posse account. Commissioner Wiese seconded the motion with all members voting aye. Motion carried.

Commissioner Ennen motioned to accept anonymous donation of \$200 to Stevens County Sheriffs Office to be receipted to 2-0206 K-9. Commissioner Wiese seconded the motion with all members voting aye, motion carried.

Dingman requested approval for out of state travel for Deputy Curfman to attend a training conference. Commissioner Kopitzke motioned to approve out of state travel to Deadwood South Dakota for Deputy Curfman to attend training. Commissioner Ennen seconded the motion with all members voting aye, motion carried.

Dingman requested the approval to purchase two squad cars. Dingmans proposed purchasing two Ford F-150 Police Responder vehicles. Dingman fielded questions. Commissioner Kopitzke motioned to approve purchase of two Ford F-150 Police Responder vehicles. Commissioner Wiese seconded the motion with all members voting aye, motion carried.

Jan Gomer Human Resources Coordinator requested approval to accept resignation of Whitney Millard. Commissioner Ennen motioned accept resignation of Whitney Millard, Fiscal Supervisor in Human Services effective May 21, 2021. Commissioner Wiese seconded the motion with all members voting aye, motion carried.

Commissioner Kopitzke motioned to backfill Fiscal Supervisor position. Commissioner Staples seconded the motion with all members voting aye, motion carried.


Gomer provided a staffing update of child support officer position.

Rebecca Young County Administrator provided a first quarter budget update.

Young also gave an operational update.

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

Having no further business, the meeting was adjourned at 10:21 a.m. on a motion by Staples, second by Kopitzke and all members voting aye.


Rebecca Young, County Administrator


Donny Wohlers, Chair