

**STEVENS COUNTY  
BOARD OF COMMISSIONERS  
Regular Meeting  
Official Proceedings  
Tuesday, May 18, 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 18, 2021, by Chair Donny Wohlers. Members in attendance were: Ennen, Wohlers, Wiese, Kopitzke and Staples.

The Pledge of Allegiance was recited.

Commissioner Kopitzke moved to approve the Agenda with two additions; Rebecca Young; Lease agreement and Jan Gomer; resignation for approval. Commissioner Staples seconded the motion with all members voting aye, motion carried.

Commissioner Ennen moved to approve minutes of 05/04/2021 regular meeting with clerical changes. Commissioner Wiese seconded the motion with all members voting aye, motion carried.

The Chair opened the meeting for public comment.

Emergency Management Director Dona Greiner gave an update on the current pandemic, flood insurance and administration. Greiner fielded questions.

Human Service Director Liberty Sleiter, presented the list of warrants for approval. Human Service warrants were approved in the amount of \$84,573.94 on a motion by Ennen, second by Wiese and all members voting aye, motion carried.

Commissioner Ennen moved the following resolution:

**RESOLUTION NO. 210518-14  
RESOLUTION ACCEPTING SAFE DONATION**

WHEREAS, Stevens County Human Services received donations from an anonymous donor in the amount of \$200 for Seniors and Adult Funds Emergencies 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.

Sleiter requested approval for four fiscal contracts. Commissioner Kopitzke motioned to reapprove the following contracts with no cost increases: DAC, Good Life Services, Divine

House and Prairie Community Services. Commissioner Ennen seconded the motion with all members voting aye, motion carried.

Sleiter introduced Kelsey Nelson, Child Protection Social Worker.

County Administrator Rebecca Young requested approval for equipment lease with Stevens County Soil and Water Conservation District. SWCD was unable to lease a tractor from Midwest Machinery due to shortage of equipment. Commissioner Kopitzke motioned to approve equipment lease with Stevens County Soil and Water Conservation District at \$30.00 hr and with some changes to contract. Commissioner Staples seconded the motion with all members voting aye, motion carried.

Chair Wohlers called The Public Hearing to order for the Petition for outlet of County Ditch 1 at 9:30 am.

Ditch Inspector Scott Erickson reviewed the three petitions for outlet to CD1. Petitions are from Sperr Farms LLP, Paul Daly and Mark Smith, approvals were granted by the Bois de Sioux Watershed, where needed. Chair Wohlers asked for comment. Don Gieselman asked for explanation on the outlet fees and why it's different than 1987. Erickson fielded questions.

Auditor Treasurer Stephanie Buss noted for the record that the petitioners will be responsible for all cost related fees for the petition hearing.

Commissioner Staples motioned to approve Findings and Facts for Sperr Farms, LLP for outlet fee of \$105 for CD1, \$100 per acre for 7 benefitting acres. Commissioner Koptizke seconded the motion with members voting aye, motion carried.

Commissioner Ennen motioned to approve Findings and Facts for Mark Smith for outlet fee of \$210 for CD1, \$90 acre for 14 benefitting acres. Commissioner Weise seconded the motion with all members voting aye, motion carried.

Commissioner Kopitzke motioned to approve Findings and Facts for Paul Daly for outlet fee of \$495 for CD1, \$70 acre for 33 benefitting acres. Commissioner Wiese seconded the motion with all members voting aye, motion carried.

Chair Wohlers adjourned Hearing at 9:40 a.m.

Buss presented the list of Auditor's Warrants for the 05/05/21 and 05/12/21 time periods for review. Buss fielded questions.

Buss presented the Commissioner Warrants for approval. Buss fielded questions. Commissioner Ennen motioned to approve Old No. 1 warrant. Commissioner Kopitzke seconded the motion. The motion passed upon the following vote: Staples, Wiese, Kopitzke, and Ennen – Ayes. Wohlers abstain.

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

<b>FUND</b>	<b>AMOUNT</b>
Revenue	\$40,905.67
Special Reserves Fund	\$12,796.00

County Road & Bridge Fund	\$23,424.21
Solid Waste Service	\$92,238.85
Stevens County GO Bonds	\$43,858.75
County Ditches Fund	\$57,001.05
TOTAL	\$270,888.49
Warrants \$2000 or more:	
Agra	78,283.49
Counties Providing Technology	6,424.00
Engebretson & Sons Disposal Service, Inc.	10,254.58
I + S Group, Inc	35,318.24
Kris Engineering Inc	2,183.00
McLeod County Solid Waste	2,467.80
Milbank Winwater Works	4,032.00
Morris Electronics Inc	2,752.25
Piotter Construction	12,819.00
Rentz Agency Inc	2,500.00
Riley Bros Construction Inc	5,780.00
Rinke-Noonan	6,657.00
Stantec Consulting Services, Inc	9,319.75
Stevens County Highway Dept.	10,377.91
Swift County Auditor	2,176.70
Traverse County Sheriff	6,806.39
Tri County Co-op	4,403.22
US Bank	43,858.75
Yellow Medicine County Jail	2,410.90
Payments for less than \$2000	22,063.51
TOTAL	\$270,888.49

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

Buss requested approval of loan advance from CD18 to CD5 and CD25 in the amount of \$11,000. Commissioner Ennen motioned to approve loan advance from CD18 to CD5 in the amount of \$5,000 and to CD25 in the amount of \$6,000 for a total of \$11,000. Commissioner Wiese seconded the motion with all members voting aye, motioned carried.

Buss requested the approval for pay request #5 for CD 18. Commissioner Kopitzke motioned to approve pay request #5 for CD 18 to Riley Bros, Inc. in the amount of \$118,919.72. Commissioner Wiese seconded the motion with all members voting aye, motion carried.

Buss requested approval for bid recommendation for CD 5. Commissioner Ennen motioned to approve Riley Bros as apparent low bidder and direct engineer and county staff to publish notice that a contract for construction of CD 5 will be awarded at the June 1, 2021 Regular Board Meeting. Commissioner Wiese seconded the motion will all members voting aye, motion carried.

Assistant County Engineer Jon Maras requested bid approval. Commissioner Kopitzke motioned to award SAP 075-030-013 to apparent low bidder, Morris Sealcoat and Trucking, Inc. for \$342,387.73. Commissioner Staples seconded the motion with all members voting aye, motion carried.

Human Resources Coordinator Jan Gomer requested approval to accept resignation of Marius Brown. Commissioner Ennen motioned to accept resignation of Marius Brown, Dispatcher in Sheriffs Office effective June 17, 2021. Commissioner Staples seconded the motion with all members voting aye, motion carried.

Gomer requested the approval for contract of fiscal services. Commissioner Kopitzke motioned to approve Purchase of Services for Fiscal Supervisor with Whitney Millard at \$45/hr with no benefits or PERA contributions. Commissioner Wiese seconded the motion with all members voting aye, motion carried.

County Administrator Rebecca Young requested approval for MOA Extension Agreement. After some discussion regarding some changes in the contract, Commissioner Staples motioned to approve the MOA Extension Agreement with University of Minnesota as presented. Commissioner Wiese seconded the motion with all members voting aye, motion carried.

Young requested the approval of West Central Trailblazers Resolution. Stevens County is host for the grant that WCT uses for its annual operations. The maintenance and grant agreement needs to be renewed annually.

Commissioner Kopitzke moved the following resolution:

**RESOLUTION NO. 210518-15**  
**RESOLUTION AUTHORIZING CONTINUED SPONSORSHIP**

WHEREAS, Stevens County entered into an agreement with the West Central Trailblazers Snowmobile Association, Inc in April 1996, and

WHEREAS, said agreement was for the public purpose of establishing and maintaining trails as part of the County Public Recreation Program, and

WHEREAS, said agreement includes the sponsorship of the West Central Trailblazers Snowmobile Association, Inc by Stevens County.

NOW, THEREFORE BE IT RESOLVED that the Stevens County Board of Commissioners shall continue sponsorship of the West Central Trailblazers Snowmobile Association, Inc shall continue to agree to the terms of the agreement dated April 18, 1996.

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

Young presented the 2022 budget timeline including levy certification dates and TNT. After some discussion of dates, Commissioner Kopitzke motioned to reschedule the first regular board meeting of December to December 1, 2021 at 4:30 pm, followed by TNT at 6:30 p.m. Commissioner Wiese seconded the motion with all members voting aye, motion carried.

Young gave operational updates including ARP, American Rescue Plan. Work session dates of June 8 from 9-11 am and July 13 at 9:00 am were set for discussing policy regarding funds and developing an ARP budget.

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