

**STEVENS COUNTY
BOARD OF COMMISSIONERS
Regular Meeting
Official Proceedings
Tuesday, August 17, 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, August 17, 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 one addition to Rebecca Young, item twelve. Commissioner Wiese seconded the motion with all members voting aye, motion carried.

Commissioner Ennen moved to approve minutes of 08/03/2021 with correction of a clerical error from the regular meeting. Commissioner Staples seconded the motion with all members voting aye, motion carried.

The Chair opened the meeting for public comment.

Having none, Dona Greiner Emergency Management Director gave an update on the numbers of CoVid cases in Stevens County and vaccine availability. Greiner is working on updating Hazard Mitigation Plan and working on a county wide training and exercise plan.

Cam Erickson Stevens County Historical Society Director and Ward Voorhees SCHS Board President provided an overview on 2021 activities and exhibits. Erickson requested a 1.7% increase to \$70,500 for consideration for 2022.

Erin Smith Director Viking Library gave an overview of services offered during pandemic. Smith requested a 2.7% increase for the 2022 budget appropriation. Ann Barber Morris Public Librarian gave an update on activities offered. Smith gave an update on the activities at the Hancock library.

Cheryl Kuhn SCEIC Executive Director provided an update on 2021 activities in Stevens County and requested a 3% increase to \$65,577 for 2022.

Ryan Sleiter and Doug Storck representing the Stevens County Fair Board provided an update on 2021 projects completed and future projects. SCFB is requesting \$36,000 for 2022 budget.

Liberty Sleiter, Human Service Director presented the list of warrants for approval. Human Service warrants were approved in the amount of \$97,560.89 on a motion by Kopitzke, second by Wiese and all members voting aye, motion carried.

Sleiter requested approval for two contracts. Lutheran Social Services Contract for 2022 with a 2% increase and Chokio School elementary and secondary act to provide transportation for foster care placement. Commissioner Ennen motioned to approve the two contracts as presented. Commissioner Weise seconded the motion with all members voting aye, motion carried.

Sleiter gave an overview of 2020 Human Services reviewing statistics as compared to previous years.

Stephanie Buss, Auditor Treasurer presented the list of Auditor’s Warrants for the 08/04/21 and 08/11/21 time periods for review. Buss fielded questions.

Buss presented the Commissioner Warrants for approval. Buss fielded questions. Commissioner Kopitzke motion to approve Morris Auto warrant in amount of \$607.50. Commissioner Wiese seconded the motion. The motion passed upon the following vote: Staples, Wiese, Wohlers, and Kopitzke – Ayes. Ennen abstained.

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

FUND	AMOUNT
Revenue	
County Reserves Fund	\$89,015.20
Special Reserves Fund	\$549.00
County Road and Bride Fund	\$19,251.61
Solid Waste Service	\$55,929.26
County Ditches Fund	\$27,888.04
West Central Swat	\$75.73
TOTAT	\$192,708.84
Warrants \$2000 or more:	
Computer Technology Solutions	\$2,238.50
Counties Providing Technology	\$6,504.00
Dell Marketing F P	\$2,204.17
Engebretson & Sons Disposal Service, Inc.	\$14,566.93
Holtz Industries, FTC	\$11,148.00
I + S Group, Inc	\$9,426.03
McFeod County Solid Waste	\$2,532.00
Morris Coop Association	\$2,780.12
Morris Electronics Inc	\$10,513.60
Regents of the University of Minnesota	\$2,068.44
Rentz Agency Inc	\$2,500.00
Rinke-Noonan	\$3,011.00
Stantec Consulting Services, Inc	\$29,481.66
Stevens County Highway Dept	\$19,465.05
Traverse County Auditor	\$44,596.49
Tri County Co-op	\$3,757.01
Payments for less than \$2000	\$25,915.84
TOTAT	\$192,708.84

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

Buss requested approval of loan advances from CD18 to CD5, CD16, and CD 25 in the amount of \$8,500. Commissioner Staples motioned to approve loan advances from CD18 to CD 5 in the amount of \$2,000, CD16 in the amount of \$5,500 and CD 25 in the amount of \$1,000 for a total of \$8,500. Commissioner Kopitzke seconded the motion with all members voting aye, motion carried.

Buss requested approval for pay request #1 for County Ditch 5. Commissioner Ennen motioned to approve CD 5 pay request #1 in the amount of \$107,046.00 through July 31, 2021. Commissioner Wiese seconded the motion with all members voting aye, motion carried.

Buss requested approval for pay request #8 for County Ditch 18. Commissioner Staples motioned to approve CD18 pay request #8 in the amount of \$226,225.31 through July 31, 2021. Commissioner Kopitzke seconded the motion with all members voting aye, motion carried.

Buss requested approval for a contract between Stevens SWCD and Stevens County Drainage Authority. SWCD contract is for cost-sharing of alternative side inlets for County Ditch 5. The contract is approved for 75% of the engineer's estimated costs, not the bid costs. SWCD will amend the contract to allocate additional funds if there is justification for the higher costs. Commissioner Ennen motioned to approve contract with SWCD and Stevens County Drainage Authority for cost-sharing of alternative side inlets for County Ditch 5. Commissioner Staples seconded the motion with all members voting aye, motion carried.

Jan Gomer Humans Resources Coordinator requested approval to hire Sydney Bauer as the Organics Recycling Program Intern. The internship is funded by a grant provided by the Minnesota Pollution Control Agency. Commissioner Kopitzke motioned to hire Sydney Bauer as Organics Recycling Program Intern at \$15-hour, effective August 19, 2021, for a total of 2,120 hours, pending a clean background check. Commissioner Ennen seconded the motion with all members voting aye, motion carried.

Gomer requested approval for a Memorandum of Agreement. The MOA is a long-term request for reduced hours from Molly Westerman Mental Health Professional. Commissioner Staples motioned to approve MOA with AFSCME General Unit allowing Molly Westerman to reduce her work hours by 7.5 per week for approximately 5-years. Commissioner Wiese seconded the motion with all members voting aye, motion carried.

Nicohle Mahoney County Recorder requested approval for two contracts through Fidlar. Mahoney gave an overview of the contracts. Commissioner Ennen motioned to approve Pinteegrity for \$8000 using ARP Funding. Commissioner Kopitzke seconded the motion with all members voting aye, motion carried.

Commissioner Kopitzke motioned to approve Bastion for \$5,000 using ARP Funding. Commissioner Wiese seconded the motion with all members voting aye, motion carries.

Jon Maras Assistant County Engineer requested authorization for final payment for SAP 075-030-013 seal coating. Commissioner Kopitzke motioned to authorize final payment for 075-030-

0113 for \$16,904.73 to Morris Sealcoat & Trucking. Commissioner Staples seconded the motion with all members voting aye, motion carried.

Rebecca Young County Administrator gave an overview of ARPA Budget. Young reviewed the leading projects to fund with ARPA monies. After some discussion, there were a few changes made to the ARPA Budget.

Young presented a request for a grant budget change for Victim Services. Commissioner Ennen motioned to approve updated grant budget for 2020. Commissioner Wiese seconded the motion with all members voting aye, motion carried.

Young requested a budget adjustment for salary paid to temp part time position at highway. Commissioner Kopitzke motioned to approve transfer of funds from 3-430-6540 to 3-300-6101 in the amount of \$3993.00. Commissioner Wiese seconded the motion with all members voting aye, motion carried.

Young presented MCIT dividend annual notice. Dividend will be receipted into restricted funds to 2-112, capital improvement.

Young gave a highway building update.

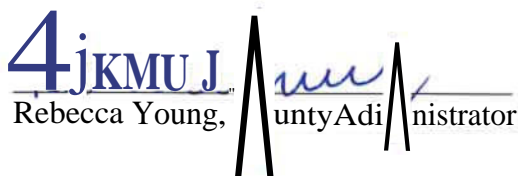
Young gave a 2022 Budget update.

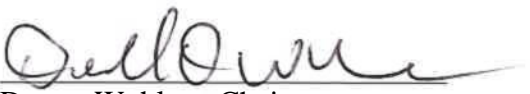
Young presented a West Central Minnesota Communities Action resolution. After some discussion it was tabled until next regular board meeting.

Young gave an overview of the Primewest Grant Application.

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

Having no further business, the meeting was adjourned at 11:25 a.m. on a motion by Staples, second by Kopitzke and all members voting aye.


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Rebecca Young, County Administrator


Donny Wohlers, Chair