

**STEVENS COUNTY  
BOARD OF COMMISSIONERS  
Official Proceedings  
Tuesday, September 7, 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, September 7, 2021, by Chair Donny Wohlers. Members in attendance were Ennen, Kopitzke, Wiese, Wohlers and Staples.

The Pledge of Allegiance was recited.

Commissioner Kopitzke moved to approve the agenda with removal of item number one: Brenda Brittin from Rainbow Rider. Commissioner Wiese seconded the motion with all members voting aye, motion carried.

Commissioner Ennen moved to approve minutes of the 08/17/21 regular board meeting. Commissioner Staples seconded the motion with all members voting aye, motion carried.

The Chair opened the meeting for public comment.

Having none, SWCD Administrator Matt Solemsaas gave an overview of the highlights of office programs and services. SWCD is requesting \$110,000 in appropriation funds plus \$14,400 in capacity funding.

Auditor/Treasurer Stephanie Buss presented the Auditor's Warrants for the 08/18/21, 08/25/21, 08/26/21 and 09/01/21 time periods for review. Buss fielded questions.

Buss requested approval to void two outstanding checks. Commissioner Wiese motioned to void check # 95629 dated 12/19/18 for \$2.97 and check #98480 dated 02/13/20 for \$70.00. Commissioner Kopitzke seconded the motion with all members voting aye.

Buss requested appointing viewers for County Ditch 16. Two quotes were received to provide viewing services for CD16. After some discussion, Commissioner Staples motioned to approve the Findings and Order Appointing Joe Jacobs, Brad Wick, Mark Dietz, and Dave Schmidt as apparent low bidder of \$5.15 per acre totaling \$8747. Motion passed with a roll call vote. Aye: Ennen, Kopitzke, Wiese, Staples, and Wohlers.

Buss requested approval for the findings and order initiating the redetermination of benefits and damages for county ditch 16. Commissioner Kopitzke motioned to approve the Findings and Order Initiating the Redetermination of Benefits and Damages for County Ditch 16. Motion passed with a roll call vote. Aye: Ennen, Kopitzke, Wiese, Staples and Wohlers.

Human Resource Coordinator Jan Gomer requested approval for the resignation of Eligibility Worker Emily Arndt. Commissioner Ennen motioned to accept the resignation of Eligibility Worker Emily Arndt effective 9/3/21. Commissioner Kopitzke seconded the motion with all members voting aye, motion carried.

Commissioner Kopitzke motioned to backfill the eligibility worker position. Commissioner Wiese seconded the motion with all members voting aye, motion carried.

Gomer requested the approval for the resignation of Dispatcher/Jailer Alyssa Tracy. Commissioner Kopitzke motioned to accept the resignation of Dispatcher/Jailer Alyssa Tracy effective 9/8/21. Commissioner Wiese seconded the motion with all members voting aye, motion carried.

Commissioner Ennen motioned to backfill dispatcher/jailer position. Commissioner Wiese seconded the motion with all members voting aye, motion carried.

Gomer requested approval to accept a non-paid intern with Victim Services. Commissioner Kopitzke motioned to hire intern Grace Atkinson with Victim Services effective 9/7/21 to 12/31/21. Commissioner Wiese seconded the motion with all members voting aye, motion carried.

Gomer requested approval for renewal of the Safety Training Contract. Commissioner Kopitzke motioned to renew the Safety Training Stream Track Learning System Agreement with Aurora Pictures in the amount of \$18.50 per employee, effective 10/1/21. Commissioner Wiese seconded the motion with all members voting aye, motion carried.

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

Larson presented a five-year road and bridge improvement plan for 2022-2028. Commissioner Ennen motioned to approve the five-year road and bridge improvement plan as presented. Commissioner Kopitzke seconded the motion with all members voting aye, motion carried.

Larson requested approval to purchase a 2021 chassis for the existing sign truck body. Larson fielded questions. Commissioner Kopitzke motioned to approve 2021 F550 4x4 chassis from the low quote, Value Ford of Morris, in the amount of \$51,165. Commissioner Wiese seconded the motion with all members voting aye, motion carried.

Larson gave a CRISSA fund update.

Larson presented a feasibility report on the Silver Lake Outlet Study. A public meeting will be held jointly with Grant and Stevens at a later date.

County Administrator Rebecca Young requested approval for payment to Donlar Pay Application #2 and #3. Young fielded questions. Commissioner Kopitzke motioned to pay Donlar Pay Application #2 in the amount of \$147,707.94 and #3 in the amount of \$366,350.41 for a total of \$514,058.35. Commissioner Staples seconded the motion with all members voting aye, motion carried.

Young requested approval for the West Central Minnesota Communities Action, Inc. Resolution.

Commissioner Kopitzke moved the following resolution:

**RESOLUTION NO. 210907-21  
FAMILY HOMELESS ASSISTANCE AND  
PREVENTION PROGRAM**

WHEREAS, Stevens County has a commitment to establish a collaborative and comprehensive system for addressing the housing needs for families, youth and single adults who are homeless, or imminently at risk of becoming homeless, and

WHEREAS, Stevens County recognizes that there is a need to continually improve the coordination of existing services currently made available by homeless service providers in Stevens County, to assure a "continuum of care" and

WHEREAS, Stevens County recognizes the need to stabilize and maintain in their homes, families, youth and single adults at risk of becoming homeless, and

WHEREAS, Stevens County recognizes the need to shorten the amount of time that families, youth and single adults stay in emergency shelters: and

WHEREAS, Stevens County recognizes the need to eliminate repeat use of emergency shelters by families, youth and single adults; and

WHEREAS, Stevens County recognizes the need to provide support services to homeless and high-risk population


NOW THEREFORE BE IT RESOLVED, by the Stevens County Board of Commissioners, that they support West Central Minnesota Communities Action, Inc. in operating the "Family Homeless Assistance and Prevention Program" from the Minnesota Housing Agency, totaling \$232,500 for the Stevens year October 1, 2021 to September 30, 2023.

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

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

Having no further business, the meeting was adjourned at 10:30a.m. on a motion by Staples, second by Kopitzke and all members voting aye.

  
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Rebecca Young, Bounty Administrator

  
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Donny Wohlers, Chair