

**STEVENS COUNTY
BOARD OF COMMISSIONERS
Regular Meeting
Official Proceedings
Tuesday, September 21, 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 21, 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: Dona Greiner, Emergency Management; CoVid update. Commissioner Wiese seconded the motion with all members voting aye, motion carried.

Commissioner Ennen moved to approve minutes of 09/14/2021 from the special board meeting. Commissioner Wiese seconded the motion with all members voting aye, motion carried.

Commissioner Ennen moved to approve minutes of the 09/07/21 regular board meeting. Commissioner Kopitzke seconded the motion with all members voting aye, motion carried.

The Chair opened the meeting for public comment.

Having none, Brenda Brittin Executive Director from Rainbow Rider gave an agency update. Jennifer Olson, HR Director a certified travel trainer was also present. She gave an update on training people in the community on how to use their public transportation.

Brittin discussed requested budget and also confirmed local share will only be 10%, not 20%, \$26,000 was worst case scenario.

Dona Greiner Emergency Management Director gave an update on the increasing numbers of CoVid cases in Stevens County.

Liberty Sleiter, Human Service Director presented the list of warrants for approval. Human Service warrants were approved in the amount of \$87,087.21 on a motion by Kopitzke, second by Ennen and all members voting aye, motion carried.

Sleiter requested approval for a revised 2021-2022 Fee Schedule. Commissioner Ennen motioned to approve the revised 2021-2022 Fee Schedule as presented. Commissioner Staples seconded the motion with all members voting aye, motion carried.

Stephanie Buss, Auditor Treasurer presented the list of Auditor's Warrants for the 09/08/21 and 09/15/21 time periods for review. Buss fielded questions.

Buss presented the Commissioner Warrants for approval.

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

FUND	AMOUNT
Revenue	\$62,326.54
Special Reserves Fund	\$525.00
County Road and Bride Fund	\$69,154.72
Solid Waste Service	\$6,900.96
Stevens County GO Bonds	\$450.00
County Ditches Fund	\$79,180.09
West Central Swat	\$32.02
TOTAL	\$218,044.33
Warrants \$2000 or more:	
American Engineering Testing, Inc	\$5,718.50
Code 4 Services Inc	\$27,529.18
Counties Providing Technology	\$6,424.00
DLT Solutions LLC	\$2,465.10
Dorsey & Whitney LLP	\$9,500.00
Engbretson & Sons Disposal Service, Inc	\$12,541.16
Hancock Co-op Inc	\$3,425.30
Henrichs/Rollie	\$3,035.000
I + S Group, Inc	\$37,423.02
Jerry's U-Save	\$10,645.15
McLeod County Solid Waste	\$2,691.00
Midwest Machinery Co	\$2,932.59
MN Safety Council Inc	\$2,845.00
Nutrien Ag Solutions	\$11,941.25
Rinke-Noonan	\$5,484.50
Stevens County Highway Dept	\$9,856.80
Traverse County Sheriff	\$3,253.65
Tri County Co-op	\$4,103.12
Widseth Smith Nolting	\$6,899.44
Wulf Tiling	\$23,100.52
Payments for less than \$2000	\$26,230.05
TOTAL	\$218,044.33

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 \$125,000. Commissioner Ennen motioned to approve loan advances from CD18 to CD 5 in the amount of \$113,000, CD16 in the amount of \$11,000 and CD 25 in the amount of \$1,000 for

a total of \$125,000. Commissioner Wiese seconded the motion with all members voting aye, motion carried.

Buss requested approval for pay request #2 for County Ditch 5. Commissioner Staples motioned to approve CD 5 pay request #2 in the amount of \$35,328.60 through August 31, 2021. Commissioner Kopitzke seconded the motion with all members voting aye, motion carried.

Buss requested approval for a few changes in the investment policy. Buss reviewed the changes. Commissioner Wiese motioned to approve Investment Policy as presented with changes. Commissioner Kopitzke seconded the motion with all members voting aye, motion carried.

Jessica Kirwin HRA Director presented the 2022 Budget request. After some discussion, Commissioner Wiese motioned to approve the following resolution:

RESOLUTION NO. 210911-22
Housing and Redevelopment Authority of Stevens County, Minnesota
Resolution Approving the 2022 Administrative Budget
and the
Authorization of the Special Benefit Tax
Pursuant to Minnesota Statutes 469.033, Subd. 6

WHEREAS, the Housing and Redevelopment Authority of Stevens County, Minnesota (the "Authority") was created by the Stevens County Board of Commissioners pursuant to Minnesota Statutes, Section 469.004; and

WHEREAS, pursuant to such action, the Authority was granted all powers and duties of a Housing and Redevelopment Authority under the provisions of the Municipal Housing and Redevelopment Act, Minnesota Statutes, Section 469.001 to 469.047 (formerly 462.411 to 462.711) ("The Act"); and

WHEREAS, Section 469.033, Subd. 6 of the Act permits the Authority to levy and collect a special benefit tax of up to 0.0185% of taxable market value upon all taxable property, both real and personal, within the Authority's area of operation; and

WHEREAS, The Authority desires to levy such a special benefit tax in the amount of Three Hundred Fifteen Thousand, Ninety-Eight Dollars (\$315,098.00) which is less than 0.0185% of the taxable market value

WHEREAS, the levy of such a special benefit tax is subject to the consent of the Board of Commissioners of Stevens County; and

WHEREAS, the Authority is also required pursuant to Section 469.033, Subd. 6, of the Act to, in connection with the levy of such a special benefit tax, formulate and file a budget in accordance with the budget procedure of the County in the same manner as required of the executive departments of the County, and the amount of the tax levy for the following year shall be based on that budget and approved by the Board of Commissioners of Stevens County;

NOW THEREFORE, BE IT RESOLVED that the duly appointed Board of Commissioners of the Housing and Redevelopment Authority of Stevens County, Minnesota hereby submits its approved 2022 administrative budget and authorizes a request for a levy of special benefit tax for taxes payable in 2022 within the Authority's taxing jurisdiction in the amount of Three Hundred Fifteen Thousand, Ninety-Eight Dollars (\$315,098.00) for purposes outlined and authorized by

Minnesota Statutes 469.001 to 469.047, but in no case shall the dollar levy for the Authority exceed the limitations prescribed by Minnesota Statutes, Section 469.027 to 469.033.

BE IT FURTHER RESOLVED, that the consent resolution of the Board of Commissioners of Stevens County to this special tax be attached to this resolution and made part of it upon approval by the Board of Commissioners of Stevens County.

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

Bill Kleindl Planning and Zoning Director requested the Board's recommendation for rezoning. Kleindl gave a summary of the rezoning request from Jason and Julie Evink that the Planning Commission reviewed at their September 13, 2021 meeting. Commissioner Ennen moved the following resolution:

RESOLUTION NO. 210921-23
RESOLUTION ADOPTING AN AMENDMENT TO THE OFFICIAL
STEVENS COUNTY ZONING MAP

THE COUNTY BOARD OF STEVENS COUNTY ORDAINS:

AN AMENDMENT TO THE OFFICIAL STEVENS COUNTY ZONING MAP TO RECLASSIFY PROPERTY FROM "R-1 RURAL RESIDENCE DISTRICT" TO "A-1 GENERAL AGRICULTURE DISTRICT" ON THE OFFICIAL STEVENS COUNTY ZONING MAP.

THE ABOVE AMENDMENT IS HEREBY SUMMARIZED AS FOLLOWS, PURSUANT TO M.S. 375.51, Subd. 3:

The property described as Lot G, of the NE 1/4, Section 24, Township 125, Range 42, Stevens County from "R-1" to "A-1" on the official Stevens County Zoning Map.

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

Sydney Bauer Organics Intern introduced herself and gave an update on the Organics Program. Organic kickoff will be October 8, 2021, more information can be found on the county website.

Rebecca Young County Administrator requested to approve the renewal of DAC lease. Young gave an overview of the three-year lease for renewal. Commissioner Ennen motioned to approve the three-year lease as presented. Commissioner Kopitzke seconded the motion with all members voting aye, motion carried.

Young requested approval for payment to Donlar Pay Application #4. Commissioner Kopitzke motioned to pay Donlar Pay Application #4 in the amount of \$253,271.65. Commissioner Staples seconded the motion with all members voting aye, motion carried.

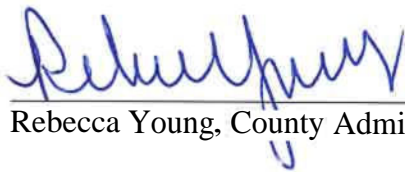
Young gave an overview on 2022 Budget requesting to set 2022 Preliminary Levy for certification at 2.82% increase over 2021. Commissioner Kopitzke motioned to approve 2022

Preliminary Levy at 2.82%. Commissioner Wiese seconded the motion with all members voting aye, motion carried.

Young requested board support to continue with the DEED Grant Application for childcare. Young gave an overview of the grant. DEED grant is due September 30, 2021. Commissioner Ennen motioned to support Young to continue with writing and submitting the DEED Grant for childcare, due September 30, 2021. Commissioner Staples 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 10:31 a.m. on a motion by Staples, second by Kopitzke and all members voting aye.



Rebecca Young, County Administrator



Donny Wohlers, Chair