

The Pipestone County Board of Commissioners met with Commissioners Luke Johnson, Les Nath, Jerry L. Remund and Dan Wildermuth for the Annual Organizational Meeting. Commissioner Bruce Kooiman absent. County Administrator Sharon Hanson also present. County Administrator Hanson called the meeting to order at 9:00 AM with the Pledge of Allegiance to the Flag.

**ELECTION OF BOARD CHAIR AND VICE-CHAIR**

Administrator Hanson called for nominations for Chair. Commissioner Wildermuth nominated Commissioner Johnson for Chair. Administrator Hanson called for further nominations. Hearing none, motion by Remund, seconded by Wildermuth to cease nominations and cast unanimous ballot for Commissioner Johnson as Chair. Yeas: Johnson, Nath, Remund, Wildermuth. Nays: None. Absent: Kooiman. Motion carried. Commissioner Johnson assumed duties as Chair and presided over the meeting.

Chairman Johnson called for nominations for Vice-Chair. Commissioner Wildermuth nominated Commissioner Nath for Vice-Chair. Chairman Johnson called for further nominations. Hearing none, motion by Remund, seconded by Wildermuth to cease nominations and cast unanimous ballot for Commissioner Nath as Vice-Chair. Yeas: Johnson, Nath, Remund, Wildermuth. Nays: None. Absent: Kooiman. Motion carried.

Motion by Remund, seconded by Nath to approve the agenda. Yeas: Johnson, Nath, Remund, Wildermuth. Nays: None. Absent: Kooiman. Motion carried.

**COUNTY VETERANS SERVICE OFFICER OATH OF OFFICE**

Honorable Judge Terry Vajgrt administered the Oath of Office to Veterans Service Officer Brian Douty. The Board congratulated Officer Douty and thanked Judge Vajgrt for administering the Oath of Office.

**INTRODUCTION OF NEW COUNTY EMPLOYEES**

The Board welcomed the following new Pipestone County employees: Veteran Service Officer Brian Douty, Building and Grounds Supervisor Wayne Drew and Information Technology Technician Evan Prunty.

**RULES OF PROCEDURE - RESOLUTION 59-01-2016**

Motion by Remund, seconded by Nath to adopt Resolution 59-01-2016 that establishes the 2016 Rules of Procedure for meetings of the Pipestone County Board of Commissioners. Yeas: Johnson, Nath, Remund, Wildermuth. Nays: None. Absent: Kooiman. Motion carried.

**DESIGNATION OF OFFICIAL NEWSPAPER 2016 – RESOLUTION 59-02-2016**

Motion by Nath, seconded by Wildermuth to adopt Resolution 59-02-2016 establishing *The Edgerton Enterprise* as the official legal newspaper for 2016 and the *Pipestone County Star* as the second newspaper. Yeas: Johnson, Nath, Remund, Wildermuth. Nays: None. Absent: Kooiman. Motion carried.

**COUNTY BOARD PER DIEMS – RESOLUTION 59-03-2016**

Motion by Wildermuth, seconded by Remund to adopt Resolution 59-03-2016 which establishes the rules and regulations for uniformity in the payment of per diem in the performance of their official duties as members of the Board. Yeas: Johnson, Nath, Remund, Wildermuth. Nays: None. Absent: Kooiman. Motion carried.

**DESIGNATED PUBLIC DEPOSITORIES – RESOLUTION 59-04-2016**

Motion by Remund, seconded by Nath to adopt Resolution 59-04-2016 that approves the 2016 designated depositories of the public funds of Pipestone County. Yeas: Johnson, Nath, Remund, Wildermuth. Nays: None. Absent: Kooiman. Motion carried.

**AUDITOR WARRANT AUTHORIZATION – RESOLUTION 59-05-2016**

Motion by Remund, seconded by Nath to adopt Resolution 59-05-2016 authorizing the County Auditor to issue checks for payment of county expenses as listed in the Resolution in 2016. Yeas: Johnson, Nath, Remund, Wildermuth. Nays: None. Absent: Kooiman. Motion carried.

**WORKERS' COMPENSATION ELECTED OFFICIAL RECOGNITION – RESOLUTION 59-06-2016**

Motion by Wildermuth, seconded by Nath to adopt Resolution 59-06-2016 recognizing that all officers of Pipestone County elected or appointed to a regular term of office shall be included in the definition of "employee" as defined in Minn. Stat. 176.011, subd. 9 for purposes of coverage under the Workers' Compensation Laws of Minnesota. Yeas: Johnson, Nath, Remund, Wildermuth. Nays: None. Absent: Kooiman. Motion carried.

**COMMISSIONER MEETING DATE/TIME/LOCATION**

Motion by Remund, seconded by Wildermuth to set the 2016 Board meeting dates and times as follows:

- 1st Tuesday 9:00 AM – County Board at Courthouse Commissioners Room
- 2nd Tuesday 9:00 AM – County Board at Courthouse Commissioners Room
- 3rd Tuesday 1:00 PM – Hospital Board at Education Room (Lower Level Medical Center Building)
- 4th Tuesday 9:00 AM – County Board at Courthouse Commissioners Room

Yeas: Johnson, Nath, Remund, Wildermuth. Nays: None. Absent: Kooiman. Motion carried.

**2016 BOARD OF EQUALIZATION**

Motion by Wildermuth, seconded by Remund to set the 2016 Board of Equalization meeting date for Monday June 13, 2016 at 7:00 PM in the Pipestone County Commissioners Room. Yeas: Johnson, Nath, Remund, Wildermuth. Nays: None. Absent: Kooiman. Motion carried.

**COMMITTEE ASSIGNMENTS-RESOLUTION 59-07-16**

Motion by Nath, seconded by Remund to adopt Resolution 59-07-2016 approving the listing of the 2016 committee assignments. Yeas: Johnson, Nath, Remund, Wildermuth. Nays: None. Absent: Kooiman. Motion carried.

**CONSENT AGENDA**

Motion by Nath, seconded by Wildermuth to approve the consent agenda as follows:

Approve Minutes of December 22, 2015

Yeas: Johnson, Nath, Remund, Wildermuth. Nays: None. Absent: Kooiman. Motion carried.

**PERSONNEL**

Human Resources Coordinator Cathy Feste joined the meeting and explained that due to the administration of Transit service via an agreement with Western Community Action, a need exists to change job descriptions for the current Transit Dispatcher/Office Assistant position.

Motion by Remund, seconded by Nath to approve a Transportation Office Manager position and a Transportation Dispatcher job descriptions and send to Fox Lawson and Associates for point valuation. Yeas: Johnson, Nath, Remund, Wildermuth. Nays: None. Absent: Kooiman. Motion carried.

Motion by Remund, seconded by Nath to approve an employment contract between Pipestone County and Engineer David Halbersma effective

January 1, 2016 through December 31, 2018 that sets forth the terms and conditions of employment for Engineer Halbersma including salary adjustments and provisions related to the sharing of his services with Lincoln County. Yeas: Johnson, Nath, Remund, Wildermuth. Nays: None. Absent: Kooiman. Motion carried.

#### **RESOLUTION 59-08-16 LPRW LINCOLN COUNTY GO BOND**

The Board was presented with documents that explained Lincoln Pipe-stone Rural Water (LPRW) needs to commence a construction project to make improvements and upgrades to its existing water distribution system in order for its customers to continue to receive water in a reliable and efficient fashion. This construction project is known as the "Improvements Project." The estimated cost of the Improvements Project is \$4,539,000.00. LPRW has received a grant from the USDA in the amount of \$1,431,000.00 for the Improvements Project and the remaining \$3,108,000.00 will be paid for by issuing General Obligation Bonds. The Lincoln County, Minnesota Board of Commissioners stated it would issue \$3,108,000.00 of GO Bonds on behalf of LPRW to help finance the construction of the Improvements Project, however Lincoln County stated it would not issue the GO Bonds unless the other nine (9) counties who receive water from LPRW sign a Joint Powers Agreement which states that if LPRW defaults on the Bond each county would need to reimburse Lincoln County, pursuant to the provisions of Minnesota Statute 116A.24 Subdivision 3.

Motion by Johnson, seconded by Nath to adopt Resolution 59-08-16 that the Joint Powers Agreement between the following counties:

Jackson County,  
Lac Qui Parle County,  
Lincoln County,  
Lyon County,  
Murray County,  
Nobles County,  
Pipestone County,  
Redwood County,  
Rock County,  
Yellow Medicine County

and Lincoln Pipestone Rural Water System, which is dated January 1, 2016, be approved in its entirety. Yeas: Johnson, Nath, Remund, Wildermuth. Nays: None. Absent: Kooiman. Motion carried.

Motion by Wildermuth, seconded by Remund to approve the Joint Powers Agreement as per Resolution 59-08-16, contingent on County Attorney Damain Sandy review. Yeas: Johnson, Nath, Remund, Wildermuth. Nays: None. Absent: Kooiman. Motion carried.

#### **BUILDING COMMITTEE-CENTRAL SCHOOL**

Motion by Nath, seconded by Wildermuth to authorize the Building Committee to seek bids on completion of an environmental and hazardous materials assessment for the former Pipestone Central School building and bring back the bids to the Board for consideration. Yeas: Johnson, Nath, Remund, Wildermuth. Nays: None. Absent: Kooiman. Motion carried.

#### **LETTER OF ENGAGEMENT 2015 COUNTY FINANCIAL AUDIT**

Motion by Remund, seconded by Nath to approve the Letter of Engagement for the County's 2015 Financial Audit to be completed by the State of Minnesota Auditor's Office. Yeas: Johnson, Nath, Remund, Wildermuth. Nays: None. Absent: Kooiman. Motion carried.

#### **PROJECT UPDATES**

Engineer Halbersma provided an update on County Highway Department projects.

Motion by Remund, seconded by Nath to set the Road and Bridge Public Hearing for February 25, 2016 at 9:00 a.m. at the Pipestone County Highway Shop. Yeas: Johnson, Nath, Remund, Wildermuth. Nays: None. Absent: Kooiman. Motion carried.

Motion by Wildermuth, seconded by Nath to include a Public Hearing for the Aggregate Production Tax and Wheelage Tax as part of the Road and Bridge Public Hearing scheduled for February 25, 2016 at 9:00 a.m. at the Pipestone County Highway Shop. Yeas: Johnson, Nath, Remund, Wildermuth. Nays: None. Absent: Kooiman. Motion carried.

#### **ALTERNATIVE METHOD TO DISSEMINATE BIDS AND REQUESTS**

Motion by Remund, seconded by Nath to approve alternative method to disseminate bids and request as per Minn. Statute § 311A.12 that allows a county to use its web-site or recognized industry trade journals as an alternative to disseminate solicitations of bids, requests for information and requests for proposals and that the County of Pipestone may use the Pipestone County website, [HYPERLINK "http://www.houstoncounty.govoffice2.com"](http://www.houstoncounty.govoffice2.com) [www.pipestone-county.com](http://www.pipestone-county.com), as an alternative means to disseminate solicitations of bids, requests for information, and requests for proposals for transportation related construction and maintenance projects. Yeas: Johnson, Nath, Remund, Wildermuth. Nays: None. Absent: Kooiman. Motion carried.

#### **SET BID LETTING DATE-SEAL COAT PROJECTS**

Motion by Wildermuth, seconded by Nath to set a letting date of February 2nd, 2016 at 10:30 A.M. for SAP 59-030-011 (Seal Coat projects). Yeas: Johnson, Nath, Remund, Wildermuth. Nays: None. Absent: Kooiman. Motion carried.

#### **ACTIVE LIVING-SRTS PLANNING GRANT. USE OF FAIRGROUNDS**

Active Living Coordinator Serrina Martinez joined the meeting and presented information on a Safe Routes to School planning grant that the Active Living group is currently pursuing. The County Board does not need to sponsor the planning grant, however Ms. Martinez wanted to provide awareness to the Board on the grant application.

Ms. Martinez stated that the Active Living group is planning a winter festival with children activities and fireworks. The festival is being planned for March 5, 2016 at the County Fairgrounds. Ms. Martinez indicated that the group would like to have fireworks as part of the festival. Motion by Wildermuth, seconded by Remund to approve use of the Fairgrounds by Active Living for March 5, 2016 and approval on the use of fireworks contingent on Active Living meeting all County liability insurance requirements. Yeas: Johnson, Nath, Remund, Wildermuth. Nays: None. Absent: Kooiman. Motion carried.

Motion by Remund, seconded by Wildermuth to adjourn. Yeas: Johnson, Nath, Remund, Wildermuth. Nays: None. Absent: Kooiman. Motion carried.

Meeting adjourned at 10:47 a.m.

Luke Johnson  
Pipestone County Board Chair

ATTEST: Sharon Hanson  
County Administrator