

The Pipestone County Commissioners met with Chairman Les Nath, Commissioners Chris Hollingsworth, Luke Johnson, Bruce Kooiman, and Dan Wildermuth. Human Resources Coordinator Cathy Feste was also present. Chairman Nath called the meeting to order at 9:00 AM with the Pledge of Allegiance to the Flag.

**AGENDA**

Motion by Hollingsworth, seconded by Wildermuth to approve the agenda. Motion carried unanimously.

**CONSENT AGENDA**

Motion by Johnson, seconded by Kooiman to approve the consent agenda as follows:

1. Approve Minutes of November 27, 2017 Truth in Taxation Meeting
2. Approve Minutes of November 28, 2017
3. Commissioner Warrants/Meal Reimbursements in the amount of \$265,267.06 and Hospital Warrants in the amount of \$452,788.60.
4. Treasurer’s Report November 2017

Motion carried unanimously.

As per Minnesota Statutes 375.12, the following Commissioner Warrant information is presented:

<b>Vendor Name</b>	<b>Amount Paid</b>
Pipestone/City Of	\$ 97,110.45
CHS	\$ 20,878.18
MN State Auditor	\$ 16,659.50
MN Pollution Control Agency      SI	\$ 11,228.40
O'Neill O'Neill & Barduson	\$ 9,111.64
Van Dyke Sanitation Inc	\$ 9,084.31
Pipestone County Highway Department	\$ 6,888.97
Glacial Lakes Environmental Consulting I	\$ 4,777.95
Computer Professionals Unlimited Inc	\$ 4,282.00
H&L Mesabi	\$ 3,957.00
Olander/Kevin	\$ 3,750.00
MN Counties Computer Cooperative	\$ 3,348.40
Commissioner Of Transportation	\$ 3,157.01
Pro-Vision Video Systems	\$ 3,060.85
Royal Tire Inc	\$ 2,973.48
TrueNorth Steel	\$ 2,759.80
Pipestone Publishing Co Inc	\$ 2,706.75
Tri-County Recycling Center	\$ 2,056.40
Warrants over \$2,000	\$ 207,791.09
Number of Claims under \$2,000	170
Warrants under \$2,000	\$ 57,475.97
Total	<u>\$ 265,267.06</u>

**STEVE EWING – INTRODUCTION OF NEW EMPLOYEES**

EMS Director Steve Ewing introduced new full-time EMT Janelle Jorgensen who began on August 8, 2017 and new Paramedic Zachary Fehl who began on November 1, 2017.

**BILL FOLGER – INTRODUCTION OF NEW EMPLOYEE**

IT Director Bill Folger introduced Bridget Malone, who began as a full-time IT Technician on December 1, 2017.

**UTILITY ORDINANCE REVISION**

Engineer Dave Halbersma requested approval of the following revised utility ordinance language.

*Any essential service line, essential service structure, or utility facility proposed to be installed within 100 feet of the existing roadway centerline of a County maintained roadway in Pipestone County, shall first have the written approval of the County Engineer or written approval of the Pipestone County Board prior to installation.*

Motion by Kooiman, seconded by Hollingsworth to approve the revised utility ordinance language. Motion carried unanimously.

**MNDOT DELEGATED CONTRACTING AGREEMENT 59-44-17**

Motion by Wildermuth, seconded by Kooiman to approve Resolution 59-44-17 authorizing the County Administrator and Highway Engineer to act on behalf of the County to execute and enter into an agreement with the Commissioner of Transportation prescribing the terms and conditions of said federal aid participation as set forth in Minnesota Department of Transportation Agency Agreement No. 1030059. Motion carried unanimously.

**RIGHT OF WAY PAYMENTS**

Motion by Wildermuth, seconded by Johnson to approve a Right of Way payment to Janice Hass Living Trust for project SAP 59-613-15 in the amount of \$13,020.00. Motion carried unanimously.

Motion by Hollingsworth, seconded by Kooiman to approve a Right of Way Payment to Daniel Folkerts for project SP 59-602-25 in the amount of \$1,200.00. Motion carried unanimously.

**PURCHASE OF TRUCK LIFT JACKS**

Engineer Dave Halbersma requested approval to purchase two truck lift jacks off the State Contract at a cost of \$19,791.00 with an adapter at a cost of \$4,254.69 for a total of \$24,045.69. This was a budgeted expense in 2017. Motion by Kooiman, seconded by Wildermuth to approve the purchase of two truck lift jacks from Midwest Lift Works in Jordan, MN at a cost of \$24,045.69. Motion carried unanimously.

**ENGINEER EMPLOYMENT AGREEMENT 2018-2019**

Human Resources Coordinator Cathy Feste presented the 2018-2019 County Engineer Employment Agreement between Pipestone County and Highway Engineer Dave Halbersma. Motion by Kooiman, seconded by Hollingsworth to approve the 2018-2019 Employment Agreement between Pipestone County Engineer David Halbersma and the County of Pipestone effective January 1, 2018 through December 31, 2019. Motion carried unanimously.

**REBECCA PEICHEL - NOVEL ENERGY POWER PURCHASE AGREEMENT**

Rebecca Peichel of Novel Energy Solutions requested approval of a Power Purchase Agreement that was presented at the November 28, 2017 Commissioner Meeting which would place solar panels on the new cattle barn located at the Pipestone County Fairgrounds in exchange for credits to Pipestone County's energy bill. County Attorney Damain Sandy reviewed the contract and did not cite any concerns. Motion by Kooiman, seconded by Wildermuth to approve the Solar Power Purchase Agreement between Pipestone County and Novel Energy Solutions with installation to begin before the 1<sup>st</sup> of January. Motion carried unanimously.

**VOTING EQUIPMENT RESOLUTION 59-45-17**

Motion by Johnson, seconded by Hollingsworth to approve Resolution 59-45-17 Approving Election Equipment Grant Application to apply for funding from the Voting Equipment Grant. Motion carried unanimously.

**REAL ID UPDATE**

Auditor Tyler Reisch stated that the US Department of Homeland Security has extended the deadline for Minnesota on the implementation of Real ID, allowing Federal agencies to accept driver's licenses and identification cards from Minnesota at Federal facilities, nuclear power plants and federally regulated commercial aircraft until October 10, 2018. However, some airlines are requiring passport cards or books prior to the October deadline, and Reisch suggested individuals who are flying domestically prior to October, contact their airline carrier to see if they are requiring a Passport card or book.

**TAX FORFEITURE PUBLIC HEARING – 10:00AM**

County Auditor Tyler Reisch presented a list of tax-forfeited properties, reviewed the descriptions and condition and had the Board set the following basic sale price:

MUNICIPALITY/ADDRESS	PID		VALUE	ASSESSMENTS BEFORE FORFEITURE
<b>TOWNSHIP OF OSBORNE</b> Abandoned railroad right-of-way situated in Section 27, Township 105 North, Range 44 West of the 5th P.M., contact Auditor's Office for complete legal description  Specials After Forfeiture: <b>Basic Sale Price:</b>	09.027.0500	LAND BLDG.	\$ 1,600.00 - -	NONE
<b>PRIVATE AUCTION TO ADJACENT LANDOWNERS</b>				
<b>CITY OF EDGERTON</b> A tract of land situated in Section 28, Township 105 North, Range 44 West of the 5th P.M., contact Auditor's Office for complete legal description  Specials After Forfeiture: <b>Basic Sale Price:</b>	13.028.1100 1111 4th Ave W	LAND BLDG.	\$ 15,300.00 13,400 -	\$ 687.00
			<b>\$ 10,000.00</b>	
<b>CITY OF HATFIELD</b> Lot 3, Block 6, Original Plat  Specials After Forfeiture: <b>Basic Sale Price:</b>	14.200.0520 321 3rd St	LAND BLDG.	\$ 1,000.00 7,000.00 -	\$ 180.00
			<b>\$ 4,000.00</b>	
<b>CITY OF TROSKY</b> Lots 8,9,10,11,12, all in Block 9, Original Plat  Specials After Forfeiture: <b>Basic Sale Price:</b>	20.200.1130 261 Broadway St	LAND BLDG.	\$ 2,000.00 - -	\$ 180.00
			<b>\$ 1.00</b>	

Motion by Johnson, seconded by Hollingsworth to adopt Resolution 59-46-17 that classifies the List of Tax Forfeited Land as non-conservation land, approves basic sale prices, and authorizes public sale of tax forfeited land on the current list and sets the public sale date of 10:00 A.M., Monday, January 8, 2018 in the Pipestone County Commissioners Room. Motion carried unanimously.

Motion by Hollingsworth, seconded by Wildermuth to adopt Resolution 59-47-17 that sets the terms for the sale of Tax Forfeited Land, including the basic sale price, extra fees, payment terms, special assessments, conditions, private sales, and title. Motion carried unanimously.

Information about the sale of tax-forfeited land in Pipestone County can be obtained at the office of the County Auditor, Pipestone County Courthouse, 416 Hiawatha Avenue South, Pipestone, Minnesota, 56164 or on the County's website at [www.pipestone-county.com](http://www.pipestone-county.com)

**NON-UNION COLA AND ASSISTANT COUNTY ATTORNEY SALARIES**

Motion by Johnson, seconded by Nath to set the Non-Union Cost of Living Adjustment (COLA) at 2.0% in 2018. Motion carried unanimously.

Motion by Johnson, seconded by Kooiman to set Assistant County Attorney Cassie Loeffler's 2018 salary at \$45,000.00.

Motion by Johnson, seconded by Hollingsworth to set Assistant County Attorney Scott Barduson's 2018 salary at \$27,000.00.

**ELECTED OFFICIAL SALARY SETTING**

Motion by Hollingsworth, seconded by Kooiman to set the County Sheriff's 2018 annual salary at \$90,000.00. Motion carried unanimously.

Motion by Kooiman, seconded by Hollingsworth to set the County Treasurer's 2018 annual salary at \$82,000.00. Motion carried unanimously.

Motion by Johnson, seconded by Kooiman to set the County Auditor's 2018 annual salary at \$67,584.50. Motion carried unanimously.

Motion by Johnson, seconded by Hollingsworth to set the County Recorder's 2018 annual salary at \$74,000.00. Motion carried unanimously.

Motion by Johnson, seconded by Kooiman to set the County Attorney's 2018 annual salary at \$73,000.00. Motion carried unanimously.

Motion by Wildermuth, seconded by Hollingsworth to set the 2018 Commissioners salary at \$19,357.93, a 0% increase to Commissioners salaries from 2017. Yeas: Hollingsworth, Wildermuth. Nays: Johnson, Kooiman, Nath. Motion failed.

Motion by Kooiman, seconded by Nath to set the 2018 Commissioners salary at \$21,000.00. Yeas: Johnson, Kooiman, Nath. Nays: Hollingsworth, Wildermuth. Motion carried.

Motion by Johnson, seconded by Kooiman to set the 2018 per diem at \$100.00 per day, and eliminate the 2 different per diems per day policy. Motion carried unanimously.

**RESOLUTION 59-48-17 2018 TAXES PAYABLE LEVY**

Motion by Johnson, seconded by Hollingsworth to adopt Resolution 59-48-17 setting the 2018 Taxes Payable Levy at \$6,542,192.00. Motion carried unanimously.

**RESOLUTION 59-49-17 2018 COUNTY BUDGET ADOPTION**

Motion by Hollingsworth, seconded by Wildermuth to adopt Resolution 59-49-17, setting the 2018 budget as follows: Revenues: \$18,235,921.00 and Expenditures: \$18,276,328.00.

Motion carried unanimously.

**PERSONNEL**

Motion by Wildermuth, seconded by Kooiman to accept Assessing Technician Diane Scotting's resignation effective February 1, 2018. Motion carried unanimously.

Motion by Johnson, seconded by Kooiman to approve the revised Assessing Technician job description. Motion carried unanimously.

**CAFETERIA PLAN RESOLUTION 59-50-17**

Cafeteria Plan Resolution 59-50-17 was updated to include the 2018 cafeteria amounts of \$690.00 for employees electing single coverage and \$990.00 for employees electing family coverage, which includes contribution rates for the Voluntary Employee Beneficiary Association (VEBA) and Health Savings Account (HSA). Motion by Johnson, seconded by Wildermuth to adopt Resolution 59-50-17 Pipestone County Cafeteria Plan Arrangement. Motion carried unanimously.

**COMMITTEE REPORTS**

Commissioners reported on the following Committee Meetings:

Commissioner Johnson: Transportation Alliance, Soil and Water District, One Watershed One Plan, Closed Session for Hospital Marketing, Hospital Executive Meeting, Road and Bridge Meeting for Stoneray Project, Solid Waste Regional Commission, Truth in Taxation, Annual Meeting for Township Officers, Ag and Rural Development at AMC, Research Committee, Environment and Natural Resources Committee at AMC, Area II, RCRCA.

Commissioner Hollingsworth: AMC District in Luverne, Explore Southwest, Extension Committee, Hospital Board, Truth in Taxation, Friends of Casey Jones Trail

Commissioner Wildermuth: Casey Jones Trail, AMC District in Luverne, RCRCA, Stoneray Public Hearing, Explore Southwest, SWHHS, SMOC, Regional Solid Waste Meeting

Commissioner Kooiman: Plum Creek Library, District 8 AMC Meeting, Plant Operations at PCMC, PCMC Closed Session, Truth in Taxation, Veterans Memorial

Commissioner Nath: PrimeWest, PCMC meeting with Brad Burris, Plant Operations at PCMC, SWHHS Budget Meeting and Union Negotiations Public Health, SWHHS Union

December 12, 2017

Negotiations Human Services, SWHHS, Closed Session for Hospital Marketing, Truth in  
Taxation, Extension Committee, Radio Board

Motion by Wildermuth, seconded by Kooiman to adjourn. Motion carried unanimously.

Meeting adjourned at 11:22 a.m.

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Les Nath  
Pipestone County Board Chair

ATTEST:

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Cathy Feste  
Human Resources Coordinator