

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

**CONSENT AGENDA**

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

1. Approve Minutes of December 12, 2017
2. Hospital Warrants in the amount of \$638,162.29

Motion carried unanimously.

**ANNUAL ROAD AND BRIDGE PUBLIC HEARING**

Motion by Kooiman, seconded by Hollingsworth to schedule the annual Road and Bridge Hearing on February 28, 2018 at 9:00 a.m. in the Commissioners Room.

**AWARD CONSULTANT WORK FOR BOX CULVERTS**

Engineer Dave Halbersma presented the following quotes for sizing of upcoming box culvert projects for the replacement of the following bridges.

- 59502, -on CSAH 16 south of Holland
- 59514, -on CSAH 8 3.7 miles west of Holland
- 7929, - on CSAH 16 west of Hatfield
- Lt 10' - on 170<sup>th</sup> Ave Osborne Twp
- Lt 10' - on 60<sup>th</sup> Ave, ½ mile south of CSAH 2
- L3644 – north of Indian Lakes
- L3645 –north of Indian Lakes

Consultant	Proposed cost for each culvert
Short Elliott Hendrickson	\$2,150
Stantec	\$2,700
Widseth Smith Nolting	\$2,400
Erickson Engineering	\$1,600
Stonebrooke Engineering	\$1,954
Banner & Associates	\$3,260
Bolton & Menk	\$6,813

Motion by Johnson, seconded by Kooiman to award consultant work to Erickson Engineering in the amount of \$1,600.00 per culvert. Motion carried unanimously.

**PROJECT REQUEST TO MNDOT**

Commissioner Johnson stated that he would like to have the board consider passing a Resolution requesting Mill and Concrete surfacing of TH 23 from the intersection of TH 75 near Pipestone to the connection of the existing concrete surfacing on TH 23 near Russell. Motion by Johnson, seconded by Nath to have Engineer Dave Halbersma draft a Resolution requesting Mill and Concrete surfacing of TH 23 from the intersection of TH 75 near Pipestone to the connection of the existing concrete surfacing on TH 23 near Russell and bring back to the board for approval. Motion carried unanimously.

**STEVE EWING – LAPTOP PURCHASES**

EMS Director Steve Ewing requested approval to purchase five laptop computers from Shi off the state contract with three to be placed in the Pipestone ambulance and one in each of the Jasper and Edgerton Ambulances for Electronic Patient Care Reporting. The total cost per unit is \$1,507.00 for a total cost of \$7,535.00. Motion by Kooiman, seconded by Hollingsworth to authorize purchase of five laptops from Shi in the amount of \$7,535.00. Motion carried unanimously.

**2018 MILEAGE REIMBURSEMENT**

Motion by Wildermuth, seconded by Johnson to set the 2018 mileage reimbursement amount at 54.5 cents per mile, which matches the IRS reimbursement rate. Motion carried unanimously.

**MEAL ALLOWANCE INCREASE**

Motion by Kooiman, seconded by Johnson to increase the daily meal allowance from \$30.00 to \$40.00 per day effective January 1, 2018. Motion carried unanimously.

**KOZLOWSKI FEE AGREEMENT**

Motion by Johnson, seconded by Hollingsworth to approve the fee agreement between the County of Pipestone and Kozlowski Insurance Agency and Financial Services, Inc. at an amount of \$9.00 per member per month for them to provide services including assisting employees with plan elections, plan questions, claim issues, and ensuring smooth transition from

Blue Cross Blue Shield to Prime Health. This contract is effective January 1, 2018 and can be cancelled with a 30-day notice from either party. Motion carried unanimously.

**TAX ABATEMENT PUBLIC HEARING NOTICE**

Motion by Wildermuth, seconded by Hollingsworth to schedule a public hearing at 10:00 a.m. on January 2, 2018 at the Commissioners Room, to be held on proposed property tax abatement requests from PBM Land Management, pursuant to Minnesota Statute 469.1813 and 116J.993 through 116J.995 consisting of new home construction located in the City of Pipestone. It has been proposed that the Board of Commissioners of the County of Pipestone grant a property tax abatement on these properties in an amount not to exceed 100 percent (%) of the County's portion of the real estate taxes related to new residential home construction on the subject properties for a period not to exceed three (3) years. The estimated value of the abatements are approximately \$1,732 and \$1,945 annually. Motion carried unanimously.

**TRANSIT EMPLOYEES STEP INCREASE**

Human Resources Coordinator Cathy Feste requested that the board authorize processing two employees in the Transit department who have January anniversary dates on December 30, 2017, so their new pay rates transfer over to United Community Action Partnership on January 1, 2018. Motion by Kooiman, seconded by Wildermuth to allow Tom Walker and Kim Wolff to receive their next scheduled step increase on December 30, 2017. Motion carried unanimously.

**INTERVIEW DATE FOR COUNTY ADMINISTRATOR FINALISTS**

Consensus of the Board to schedule the date for the top County Administrator finalists for January 8, 2018 as a Special Meeting in the Commissioners Room of the Courthouse.

**TRANSIT EMPLOYEE APPRECIATION**

Chairman Les Nath and Human Resources Coordinator Cathy Feste presented a token of appreciation to Transit employees for their service with Pipestone County and wished them well on the transition to United Community Action Partnership.

Motion by Johnson, seconded by Kooiman to adjourn. Motion carried unanimously.  
Meeting adjourned at 9:41 a.m.

December 26, 2017

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Les Nath  
Pipestone County Board Chair

ATTEST:

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Cathy Feste  
Human Resources Coordinator

December 12, 2017