

The Pipestone County Commissioners met with Chairman Bruce Kooiman, Commissioners Chris Hollingsworth, Luke Johnson, and Les Nath. Commissioner Dan Wildermuth participated via phone. County Administrator Steve Ewing was also present. Chairman Kooiman called the meeting to order at 9:00 AM with the Pledge of Allegiance to the Flag.

AGENDA

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

CONSENT AGENDA

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

- Approve Minutes of 7/28/20 Commissioners Meeting
- Auditors Warrants 7/31/20, 8/10/20
- Commissioners Warrants in the amount of \$270,444.60
- Hospital Warrants in the amount of \$260,340.28
- Treasurers Report July 2020

Motion carried unanimously.

As per Minnesota Statute 375.12 the following Commissioner Warrants information is presented:

Vendor Name	Amount Paid
MORRIS ELECTRONICS INC	\$30,684.50
PIPESTONE COUNTY AUDITOR-TREASURER	\$27,500.00
EIDE BAILLY LLP	\$21,715.00
BIOAG ENERGY SERVICES	\$17,669.18
VAN DYKE SANITATION INC	\$13,471.20
LEAGUE OF MN CITIES	\$12,505.00
ZIEGLER INC	\$12,200.71
PIPESTONE COUNTY HIGHWAY DEPARTMENT	\$7,857.53
TRUENORTH STEEL	\$6,265.60
EMERGENCY AUTOMOTIVE TECHNOLOGIES INC	\$5,126.14
O'NEILL O'NEILL & BARDUSON	\$4,886.00
AMAZON MKTPLACE/PMTS	\$4,742.07
COUNTIES PROVIDING TECHNOLOGY	\$4,732.00
SEACHANGE PRINT INNOVATIONS	\$4,700.08
SCHUMACHER ELEVATOR COMPANY	\$4,425.00
ERICKSON ENGINEERING CO INC	\$4,320.00
OPG 3 INC	\$4,168.00
HILLYARD INC	\$4,018.74
EDGERTON ENTERPRISE	\$3,710.73
PIPESTONE PUBLISHING CO INC	\$3,353.77
SANDO WEED & BRUSH CONTROL	\$2,875.25
MEDLINE INDUSTRIES INC	\$2,868.11
JER'S ELECTRIC INC.	\$2,787.82
DOUBLE D GRAVEL INC	\$2,240.36
DIAMOND MOWERS INC	\$2,234.96
PAYPAL *COMPROSOLUT	\$2,125.00
PIPESTONE COUNTY HISTORICAL SOCIETY	\$2,000.00
Warrants over \$2,000	\$215,182.75
Number of Claims under \$2,000	142
Warrants under \$2,000	\$55,261.85
Total	\$270,444.60

INTRODUCTION OF NEW JAIL ADMINISTRATOR

Sheriff Keith Vreeman introduced Tyler Rippentrop as the new Jail Administrator, effective August 3, 2020. Commissioners wished him well on his new position.

FARM FAMILY OF THE YEAR RECOGNITION

Extension Office Manager Carol Scotting and Extension Committee Member Laurel Berg presented Terry and Silvia Wolters with the 2020 Farm Family of the Year award and thanked them for their contributions to the Ag Community in Pipestone County and Statewide.

CITY OF PIPESTONE TAP PROJECT AGREEMENT REQUEST

County Engineer Nick Bergman and City Administrator Jeff Jones joined the meeting to discuss the City of Pipestone Transportation Alternatives Program (TAP) Project Agreement. City Administrator Jones requested approval from the County Commissioners to waive the requirement of a payment of 10% of the bid amount of the entire project for contingencies prior to the County entering into a contract with the bidder. The reason for the request is due to the City's attempt to conserve existing funds to be able to address any immediate issues resulting from the impacts of the pandemic. Motion by Nath, seconded by Hollingsworth to approve the request to waive the contingencies prior to the start of the project. The funds will be paid at a later date. Motion carried unanimously.

PROJECT UPDATES, PROJECTS UNDER CONTRACT, PROJECTS IN THE PLANNING STAGE

County Engineer Nick Bergman provided information on project updates, projects under contract and projects in the planning stage.

SP 059-090-001 INDIAN LAKES PHASE 3

Engineer Bergman stated that the City of Pipestone conducted a bid opening for project SP 059-090-001. Bids received were as follows:

Company	Total
Duininck Inc	\$640,475.30
BX Civil & Construction	\$689,945.60
Hulstein Excavating Inc	\$757,627.80
Towne & Country Excavating Inc	\$797,093.90
Ti-Zack Concrete Inc	\$847,266.77

The City of Pipestone recommends awarding the bid to Duininck Inc in the amount of \$640,475.30. Bergman reported that State requirements have also been met. Motion by Johnson, seconded by Wildermuth to approve the bid from Duininck Inc in the amount of \$640,475.30 for project SP 059-090-001. Motion carried unanimously.

SURPLUS EQUIPMENT SALE

Engineer Bergman requested approval to sell the Highway department’s 1967 International truck with Rosco RRE oil tank. Motion by Nath, seconded by Hollingsworth to declare the 1967 International truck with Rosco RRE oil tank County surplus property and advertise on the website and local papers for sealed bids to be opened at the September 22, 2020 Commissioners Meeting. Motion carried unanimously.

GRAVEL PIT LAND LETTING DATE

Motion by Johnson, seconded by Nath to set a bid opening date of September 8, 2020 at 10:00 A.M. for a three-year contract to rent approximately 171 acres around the County’s new gravel pit area. Motion carried unanimously.

SIGN TRUCK PURCHASE

Engineer Bergman requested approval to purchase a sign truck body from Maintainer with Sourcewell pricing for a total of \$131,775.00. Motion by Hollingsworth, seconded by Nath to authorize purchase of a sign truck body from Maintainer at a cost of \$131,775.00. Motion carried unanimously.

MOTOR GRADER PURCHASE

Engineer Bergman requested approval to purchase a new Motor Grader for the Holland shop. Quotes below include the trade in of the current 2013 John Deere 772G:

Model	Cost	Notes
JD 772G (manual levers)	\$206,808	Includes new front hitch, keeping old wing
JD 772GP (joy sticks)	\$225,440	Includes new front hitch, keeping old wing
Cat 140LVR (manual levers)	\$247,718	Includes new front hitch and wing
Cat 150JOY (joy sticks)	\$273,068	Includes new front hitch and wing

Motion by Johnson, seconded by Nath to approve the purchase of a John Deere 772G Motor Grader for \$206,808.00. Motion carried unanimously.

HIGHWAY 75 DETOUR ON COUNTY ROADS, MAINTENANCE UPDATES

Engineer Nick Bergman stated that traffic from the Highway 75 detour isn’t using the official detour and is instead using County roads. A traffic count was done and the traffic count has increased from last year. He would like to request that the board allow the Highway department to apply dust control at the Engineer’s discretion and send the bill to the State to see if they will reimburse the County for the expense. Consensus of the board to move forward with the dust control plan as presented.

Engineer Bergman reported that the Maintenance department has been working on spraying, ditch cleaning, asphalt patching, repairing soft spots on gravel roads, and continuing mowing.

2021 BUDGET REVIEW

Engineer Nick Bergman presented the Road and Bridge proposed 2021 budget.

RECORDER’S OFFICE PURCHASE, STAFFING, AND BUDGET

Recorder Mary Ann DeGroot presented a proposal from US Imaging, Inc. to scan and index marriage records and tract indexes from books on-site. Cost to scan marriage record books is \$11,816.50 and cost to scan the Tract Index books is \$9,092.50 for a total of \$20,909.00. This purchase would be paid from the Recorder Compliance Fund. Motion by Johnson, seconded by Hollingsworth to approve the proposal from US Imaging, Inc. to scan and index marriage records and tract index books on-site in the amount of \$20,909.00 to be paid from the Recorder Compliance Fund. Motion carried unanimously.

Recorder Mary Ann De Groot requested approval to hire a temporary full-time position in 2020 and in 2021 to complete the real estate record scanning project. There are approximately 15 years of records left to complete. Costs for employee wages would come out of the Recorders Compliance Fund. Motion by Nath, seconded by Kooiman to approve a temporary full-time scanning position in 2020 and in 2021. Motion carried unanimously.

Recorder Mary Ann DeGroot reviewed the proposed 2021 Recorder Budget.

ASSESSOR’S OFFICE PURCHASE, BUDGET

Assessor Joyce Schmidt requested approval to enter into a contact with OPG-3 to develop an electronic process to transfer Assessor’s Office field cards into Laserfiche paperless software. Cost of the contract is \$4,625.00. This was presented at the July 28th meeting and Schmidt contacted OPG-3 to find out annual maintenance and backup costs, which they confirmed are included with the current bid. Motion by Hollingsworth, seconded by Nath to approve the contract with OPG-3 to develop an electronic process to transfer Assessor’s Office field cards into Laserfiche paperless software at a cost of \$4,625.00. Motion carried unanimously.

Assessor Joyce Schmidt reviewed the proposed 2021 Assessor Budget.

PIPESTONE COUNTY CARES ACT CORONAVIRUS RELIEF FUND LOCAL GOVERNMENT DISTRIBUTION AID.

Administrator Steve Ewing and Auditor/Treasurer Tyler Reisch presented information on the Pipestone County CARES Act Funding in which Pipestone County received \$1,103,627 and \$54,923.00 supplemental funding for a total of \$1,158,550.00. The committee, which consists of Administrator Ewing, Auditor/Treasurer Reisch, Commissioner Nath, and Commissioner Wildermuth recommends distribution of the money as follows:

- \$161,627.00 to the County for IT upgrades, connectivity, telecommuting, office IT upgrades, Board Room/Community Room Remote video connectivity, COVID-19 supplies/sanitizing equipment, Sheriff/Jail expenses, EMS, Emergency Management supplies and equipment
 - \$92,000 to Southwest Health and Human Services
 - \$500,000 in grants up to \$5,000 to for-profit businesses
 - \$200,000 in grants up to \$5,000 to nonprofit businesses/organizations
 - \$150,000 allocation of \$50,000 each for Pipestone, Edgerton, and RTR public school districts
- Businesses that would like to receive a grant would fill out an application and return it to Auditor/Treasurer Tyler Reisch for approval and distribution of funds.

Motion by Hollingsworth, seconded by Nath to approve the CARES Act Funding Distribution Plan as presented. Motion carried unanimously.

PERSONNEL

Human Resources Coordinator Cathy Feste requested approval to hire Tyler Rippentrop as Jail Administrator effective August 3, 2020 on Step C of the 2020 pay plan. Motion by Johnson, seconded by Nath to approve Tyler Rippentrop as the Jail Administrator effective August 3, 2020 on Step C of the 2020 pay plan. Motion carried unanimously.

RESOLUTION 59-28-20

Motion by Hollingsworth, seconded by Wildermuth to approve Jail Administrator Tyler Rippentrop’s continued participation in the Public Employees Retirement Association (PERA) Police and Fire Plan. Motion carried unanimously.

Human Resources Coordinator Cathy Feste announced that full-time EMT Jannelle Nickel terminated employment on July 30, 2020. Motion by Nath, seconded by Johnson to approve the termination of employment of Jannelle Nickel effective July 30, 2020. A full-time EMT position is currently being advertised internally.

2020 SECOND QUARTER BUDGET REVIEW

County Administrator Steve Ewing reviewed the 2020 second quarter budget.

COMMITTEE REPORTS

Commissioners reported on the following committee meetings:

Commissioner Hollingsworth: Southwestern Mental Health, PCMC Update, CPT, PCMC Board Meeting

Commissioner Johnson: MHA Training (2 day), NACO Annual Business Meeting, AMC Bylaws Committee, MHA Training, Prime Health, Regional Solid Waste, PCMC Board, Ditch Committee, Ruthton City Council, Hatfield City Council, AREA II, RCRC, MHA Training, AMC Bylaws Committee.

Commissioner Kooiman: SRDC, COVID Updates, PCMC Plant Operations, Transit.

Commissioner Nath: PrimeWest, Southwestern Mental Health, SWCD, PCMC Plant Operations, Southwestern Mental Health, Radio Board.

Commissioner Wildermuth: PrimeWest, Pipestone Area Coalition, Southwest 18 Mental Health Consortium, SWHHS, COVID-19 Update Meetings, SMOG Annual Meeting, Solid Waste Meeting, Rural Minnesota Energy Board, PACE Committee, CARES Act Committee.

Motion by Nath, seconded by Hollingsworth to recess the meeting until 1:00p.m. when Budget presentations will take place. Motion carried unanimously.

2021 BUDGET PRESENTATIONS

The following budget presentations were held in the afternoon beginning at 1:00p.m.:

Sheriff Keith Vreeman – Sheriff’s Office Budget

Information Technology Director Bill Folger – Information Technology Budget

Building and Grounds Maintenance Supervisor Wayne Drew – Building and Grounds and Fairgrounds Budgets

Veterans Service Officer/Deputy EM Director Renae Schuch – Veterans Service Budget

Motion by Nath, seconded by Hollingsworth to adjourn. Motion carried unanimously. Meeting adjourned at 3:45p.m.

Bruce Kooiman

ATTEST: Steven Ewing

Pipestone County Board Chairman

County Administrator