

Pipestone County Commissioner Meeting
September 14, 2021

The Pipestone County Commissioners met with Chairman Luke Johnson, Commissioners Chris Hollingsworth, Les Nath, Dallas Roskamp, and Dan Wildermuth. County Administrator Steve Ewing was also present. Chairman Johnson called the meeting to order at 9:00 a.m. 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 Nath, seconded by Hollingsworth to approve the consent agenda as follows:

1. Approve Minutes of August 24, 2021
2. Auditors Warrants 8/27/21, 9/3/21, 9/10/21
3. Commissioners Warrants in the amount of \$179,828.08
4. Hospital Warrants in the amount of \$392,685.73
5. Treasurer's Report August 2021

Motion carried unanimously.

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

Murray County Sheriff's Office, \$23,000.00 (amount paid)

Van Dyke Sanitation Inc, \$13,470.87

Nobles County Sheriff, \$11,500.00

Pipestone County Sheriff's Office, \$11,500.00

Pipestone County Highway Department, \$9,688.16

Morris Electronics Inc, \$9,607.07

Pipestone County Auditor-Treasurer, \$8,750.00

Pro-West & Associates Inc, \$7,824.84
Pipestone County Medical Center, \$5,236.75
Visa-First Bank & Trust, \$5,082.45
O'Neill O'Neill & Barduson, \$4,886.00
Counties Providing Technology, \$4,859.00
Chandler Co-Op, \$4,571.64
Sando Weed & Brush Control, \$3,761.50
Buffalo Ridge Drug Task Force, \$3,500.00
Runchey, Louwagie & Wellman, \$3,229.00
MN Dept of Agriculture, \$2,796.74
Central Specialties Inc, \$2,607.80
Royal Tire Inc, \$2,475.04
TransMedic Billing, \$2,426.21
Warrants over \$2,000, \$140,773.07
Number of Claims under \$2,000, 99
Warrants under \$2,000, \$39,055.01
Total, \$179,828.08

INTRODUCTION OF NEW EMPLOYEE

Human Resources Coordinator Cathy Feste introduced Deputy Auditor II Jodie Jensen to the Board. Jodie started on July 19, 2021. Commissioners welcomed her as a County employee.

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.

ROW PAYMENT

Motion by Hollingsworth, seconded by Roskamp to approve a right of pay payment for project SAP 059-599-107 to Ted Stout and Joan Stout in the amount of \$490.00. Motion carried unanimously.

FINAL PAYMENT

Motion by Wildermuth, seconded by Nath to approve final payment for 2020 Gravel Crushing (CP 2020-200) to Wm. D. Scepaniak Inc. from Holdingford, MN in the amount of \$6,685.75. Motion carried unanimously.

MPCA GENERAL PERMIT RENEWAL

Motion by Nath, seconded by Wildermuth to approve the renewal of an MPCA General permit in order to operate our gravel pit and the associated permit fee of \$1,240.00. The permit is good for five years. Motion carried unanimously.

RESOLUTION 59-29-21

Engineer Bergman presented Resolution 59-29-21 Requesting the Minnesota Department of Transportation conduct a speed study at the intersection of Trunk Highway 30 and CSAH 15 (8th Ave. SW) in Pipestone. The City of Pipestone has committed to paying \$5,000.00 and this agreement states that the County will also contribute \$5,000.00, with MNDOT paying the balance of the cost of the study. Motion by Wildermuth, seconded by Hollingsworth to approve Resolution 59-29-21 which resolves that the County of Pipestone requests that MNDOT conduct a Safety Assessment at the intersection of Trunk Highway 30 and CSAH 15/8th Avenue SW in the City of Pipestone, and further that the County is prepared to pay \$5,000.00 to MNDOT as its share of the cost of the study. Motion carried unanimously.

MAINTENANCE UPDATES

Engineer Bergman reported on the past month's maintenance activities, including finishing up graveling, working on ditch cleaning, culvert repairs, and shouldering. The maintenance crew is getting ready to spray ditches.

2022 DITCH ASSESSMENT

County Administrator Steve Ewing requested approval of a 2022 Judicial Ditch #1 Levy and Assessment in the amount of \$62,360.00 as recommended by the Ditch Committee. Motion by Johnson, seconded by Wildermuth to set the 2022 ditch levy and assessment at \$62,360.00. Motion carried unanimously.

HOME TAX ABATEMENT PUBLIC HEARING

Motion by Nath, seconded by Hollingsworth to open the public hearing for a Home Tax Abatement request for Mark J. Robinson. Motion carried unanimously. Hearing opened at 9:30 a.m.

A Home Tax Abatement Public Hearing was held on a proposed property tax abatement request from Mark J. Robinson, 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 this property 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 property for a period not to exceed three (3) years. The estimated value of abatement is approximately \$1,769.00 over three years.

No public comment was received. Motion by Wildermuth, seconded by Hollingsworth to approve the property tax abatement request from Mark J. Robinson for new home construction on parcel number 18.600.0860 located in the City of Pipestone. Motion carried unanimously.

Motion by Roskamp, seconded by Wildermuth to close the public hearing. Hearing closed at 9:33 a.m.

PERSONNEL

Human Resources Coordinator Cathy Feste joined the meeting. HR Coordinator Feste reported that McKenzie Thoofst started as a full-time Dispatcher/Jailer on September 7, 2021. She replaces Tyler Brunk, who terminated employment on July 21, 2021.

HR Coordinator Feste requested approval of the updated Administrative Support Specialist – Corrections job description. Motion by Hollingsworth, seconded by Wildermuth to approve the new job description and authorize advertising to fill the position. Administrative Support Specialist Judy Forde plans to retire later this year, and she is willing to train in the new employee for a period of time.

HR Coordinator Feste requested approval of two letters of agreement for Deputy Auditor I Sandy Erickson and Deputy Treasurer I Pam Thies to pay them an additional stipend due to their increased job responsibilities during the vacancy of the Auditor/Treasurer position. Motion by Wildermuth, seconded by Nath to approve the letters of agreement between Pipestone County and AFSCME to pay Deputy Auditor I Sandy Erickson and Deputy Treasurer I Pam Thies a stipend during the vacancy of the Auditor/Treasurer position. Motion carried unanimously.

INSURANCE RENEWAL AND RECOMMENDATION

Human Resources Coordinator Cathy Feste presented information on the 2022 health insurance renewal and rates. The average increase across plans is 6.7%. Feste presented options for contributions for next year including the Insurance Committee's

recommendation of a 6.0% County contribution increase to a single contribution of \$848.00 per month and a family contribution of \$1,219.00 per month. Motion by Roskamp, seconded by Hollingsworth to approve the 2022 contribution levels of \$848.00 per month for single coverage and \$1,219.00 per month for family coverage. Motion carried unanimously.

HR Coordinator Feste requested the Board consider discontinuing the Aflac payroll deductions for employees and instead offer two new group plans. The two plans that are recommended to offer as a group benefit to employees are the Critical Illness Plan and the Hospital Insurance Plan through Cigna. Motion by Hollingsworth, seconded by Roskamp to approve the offering of Cigna Critical Illness and Hospital Insurance Plans and discontinue the option of Aflac payroll deduction. Motion carried unanimously.

CITY OF PIPESTONE REQUEST – STORM WATER DRAINAGE

City Administrator Jeff Jones, Mayor Myron Koets, and Bolton and Menk Engineer Travis Winter joined the meeting to request that the County consider granting an easement to allow the new Caring Hands Dental Clinic, which will be built on current City property, to use the storm water drainage system located near the Pipestone County Health and Human Services building. Bolton and Menk Engineer Travis Winter reviewed the engineering analysis of the existing and proposed conditions. Motion by Roskamp, seconded by Nath to approve a Permanent Easement to the City of Pipestone with the right to install, repair, and replace a storm sewer utility over and across Pipestone County's land and storm sewer. Motion carried unanimously.

AUDITOR/TREASURER APPOINTMENT PUBLIC HEARING

Motion by Wildermuth, seconded by Roskamp to open the Public Hearing for consideration of the appointment of the Auditor/Treasurer position. Public Hearing opened at 10:12 a.m.

Public comments were made by Joel Farrington and Ben Denton in support of making the Auditor/Treasurer position appointed.

Public comments were made by Glen Nelson in opposition of making the Auditor/Treasurer position appointed.

Public comments were made by Stephanie LaBrune in support of making the Auditor/Treasurer position appointed.

Motion by Nath, seconded by Roskamp to close the Public Hearing. Motion carried unanimously. Public Hearing closed at 10:26 a.m.

Commissioners considered Resolution 59-28-21 Establishing the Appointed Office of County Auditor/Treasurer per the laws of Minnesota 2019, chapter 10, article 2, Sections 17-22 amended Minnesota Statutes 2018. Section 375.08; Section 375.10 and Section

375A.12 and adopted Minnesota Statute 375.1205 to allow under certain circumstances each County Board of the State of Minnesota to fill the office of the elected office of County Auditor-Treasurer by appointment. Motion by Hollingsworth, seconded by Roskamp to approve Resolution 59-28-21 Establishing the Appointed Office of County Auditor/Treasurer. Motion carried unanimously.

BID OPENING – CP 2021-100 2021 GRAVEL CRUSHING

Engineer Nick Bergman and Attorney Damain Sandy joined the meeting. Engineer Bergman opened bids for project CP 2021-100 as follows:

Central Specialties (planholder), Alexandria, MN (address), \$175,540.00 (bid total)

Rogge Excavating, Ghent, MN, \$99,900.00

Wm. D. Scepaniak, Holdingford, MN, \$102,240.00

Sweetman Sand and Gravel, Currie, MN, \$98,300.00

Engineers Estimate for the project was \$115,000.00. Attorney Damain Sandy reported that bid bonds were acceptable. Engineering staff took the bids for review.

SMOC REQUEST

SMOC Executive Director Neal Steffl and Head Start Director Lori Gunnink joined the meeting. They reported that SMOC is currently looking for a site within the City of Pipestone for a new Head Start facility and asked the County if there would be any land available for purchase. Commissioners assigned the Building and Grounds Committee to meet and come up with potential site location options and prices. County Attorney Damain Sandy will also be consulted on legal requirements.

CP 2021-100 2021 GRAVEL CRUSHING

Engineer Bergman reported that all the bids checked out and recommended awarding the project to the low bidder. Motion by Nath, seconded by Wildermuth to award the project 2021-100, 2021 Gravel Crushing to Sweetman Sand and Gravel of Currie, MN at a cost of \$98,300.00. Motion carried unanimously.

COUNTY ATTORNEY 2022 BUDGET

County Attorney Damain Sandy presented the 2022 County Attorney proposed budget.

PIPESTONE COUNTY MUSEUM YEAR IN REVIEW AND FUNDING REQUEST

Pipestone County Museum Director Susan Hoskins joined the meeting to give a review of the museum's activities and present their 2022 budget funding request.

Commissioner Hollingsworth left the meeting for a personal appointment.

OUT OF STATE TRAVEL REQUEST

Emergency Medical Services Director Casey Sievert requested approval to allow EMT Carl Kulm to attend Paramedic skills training in Fort Wayne, Indiana and the County to pay for his flight and training costs. There are sufficient funds in the EMS Training budget. Motion by Wildermuth, seconded by Roskamp to approve the out-of-state travel for EMT Carl Kulm to Fort Wayne, Indiana for Paramedic skills training. Yeas: Johnson, Nath, Roskamp, Wildermuth. Nay: None. Absent: Hollingsworth. Motion carried.

RURAL MINNESOTA ENERGY BOARD JOINT POWERS AGREEMENT

Commissioner Wildermuth reviewed some changes on the revised Rural Minnesota Energy Board Joint Powers Agreement. Motion by Wildermuth, seconded by Nath to approve the revised Rural Minnesota Energy Board Joint Powers Agreement. Yeas: Johnson, Nath, Roskamp, Wildermuth. Nay: None. Absent: Hollingsworth. Motion carried.

LIBRARY YEAR IN REVIEW AND FUNDING REQUEST

Meinders Community Library Director Jody Wacker joined the meeting to give a review of the library's activities and present their 2022 budget funding request.

COMMITTEE REPORTS

Commissioners postponed committee reports until the September 28, 2021 Commissioners Meeting.

Motion by Wildermuth, seconded by Nath to adjourn. Yeas: Johnson, Nath, Roskamp, Wildermuth. Nay: None. Absent: Hollingsworth. Motion carried. Meeting adjourned at 12:22 p.m.

Luke Johnson
Pipestone County Board Chairman

ATTEST:

Steven Ewing
County Administrator