

December 28, 2021

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

AGENDA

Motion by Wildermuth, seconded by Nath to approve the agenda. Yeas: Hollingsworth, Johnson, Nath, Wildermuth. Nay: None. Absent: Roskamp. Motion carried.

CONSENT AGENDA

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

1. Approve Minutes of 12/13/2021 TNT Public Meeting
2. Approve Minutes of 12/14/2021 Commissioners Meeting
3. Approve Commissioner Warrants in the amount of \$317,826.24
4. Approve Auditors Warrants 12/17/2021, 12/23/2021
5. Approve Hospital Warrants \$957,933.35

Yeas: Hollingsworth, Johnson, Nath, Wildermuth. Nay: None. Absent: Roskamp.

Motion carried.

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

<u>Vendor Name</u>	<u>Amount Paid</u>
Maintainer	131,789.00
Pipestone Soil & Water Cons Dist	101,451.67
Hulstein Excavating Inc.	11,500.00
MN Counties Intergovernmental Trust	11,387.00
United Community Action Partnership	8,800.00
Pipestone County Highway Department	7,285.19
OnSolve LLC	6,603.00
Erickson Engineering Co Inc	5,718.00
Cellebrite Inc	4,300.00
Surplus Warehouse of Willmar Inc	3,315.00
American Solutions For Business	3,282.06
Hartquist Funeral and Cremation Services	3,143.96
Southwest MN Workforce Development Board	2,550.00
Warrants over \$2,000	\$301,124.88
Number of Claims under \$2,000	47
Warrants under \$2,000	\$16,622.36
Total	<u>\$317,747.24</u>

ROAD AND BRIDGE ITEMS

Engineer Nick Bergman requested approval of final payment for 2021 Box Culverts (SAP 059-608-025 and SAP 059-599-117) to Henning Construction, from Adrian, MN in the December 28, 2021

December 28, 2021

amount of \$6,412.01. Motion by Nath, seconded by Wildermuth to approve final payment for 2021 Box Culverts (SAP 059-608-025 and SAP 059-599-117) to Henning Construction, from Adrian, MN in the amount of \$6,412.01. Yeas: Hollingsworth, Johnson, Nath, Wildermuth. Nay: None. Absent: Roskamp. Motion carried.

Engineer Nick Bergman requested approval of final payment for 2021 Box Culverts (SAP 059-599-111, SAP 059-599-113, and SAP 059-599-122) to Midwest Contracting LLC, from Marshall, MN in the amount of \$3,808.83. Motion by Johnson, seconded by Nath to approve final payment for 2021 Box Culverts (SAP 059-599-111, SAP 059-599-113, and SAP 059-599-122) to Midwest Contracting LLC, from Marshall, MN in the amount of \$3,808.83. Yeas: Hollingsworth, Johnson, Nath, Wildermuth. Nay: None. Absent: Roskamp. Motion carried.

Engineer Bergman requested approval of final payment for CSAH 13 widening (SAP 059-613-015) to Central Specialties Inc., from Alexandria, MN in the amount of \$36,473.44. Motion by Hollingsworth, seconded by Nath to approve final payment for CSAH 13 widening (SAP 059-613-015) to Central Specialties Inc., from Alexandria, MN in the amount of \$36,473.44. Yeas: Hollingsworth, Johnson, Nath, Wildermuth. Nay: None. Absent: Roskamp. Motion carried.

Engineer Bergman requested approval of final payment for Indian Lakes Trail and CSAH 30 (SAP 059-630-011 and SAP 059-592-001) to Central Specialties, Inc., from Alexandria, MN in the amount of \$58,432.55. Motion by Wildermuth, seconded by Hollingsworth to approve final payment for Indian Lakes Trail and CSAH 30 (SAP 059-630-011 and SAP 059-592-001) to Central Specialties, Inc., from Alexandria, MN in the amount of \$58,432.55. Yeas: Hollingsworth, Johnson, Nath, Wildermuth. Nay: None. Absent: Roskamp. Motion carried.

Engineer Bergman requested approval to purchase four tires each for two different motor graders, for a total of 8 tires from Royal Tire in the amount of \$12,702.00. Motion by Nath, seconded by Wildermuth to approve the purchase of eight tires for two motor graders from Royal Tire in the amount of \$12,702.00 and authorize payment by Auditors Warrant. Yeas: Hollingsworth, Johnson, Nath, Wildermuth. Nay: None. Absent: Roskamp. Motion carried.

2020 RESTRICTED AND ASSIGNED FUND ACCOUNTS

Auditor/Treasurer Amanda Baarson Sandy reviewed the Restricted and Assigned accounts and corresponding 2020 ending balances.

December 28, 2021

Motion by Hollingsworth, seconded by Wildermuth to approve the following Restricted and Assigned accounts and corresponding 2020 balances:

Account #	Description	1/1/20 Balance	Increase/Decrease	12/31/20 Balance
Non Spendable Accounts:				
01-000-2703	Non Spendable: Missing Heirs	\$ 6,523.18	\$ -	\$ 6,523.18
Restricted Accounts:				
01-000-2717	Restricted: Health Cost Management Program	\$ 756.50	\$ -	\$ 756.50
01-000-2751	Restricted: Elections	\$ 22,466.31	\$ (12,272.38)	\$ 10,193.93
01-000-2752	Restricted: Law Library	\$ 30,706.61	\$ (2,907.91)	\$ 27,798.70
01-000-2754	Restricted: Recorder Technology Fund	\$ 39,608.58	\$ 4,764.49	\$ 44,373.07
01-000-2755	Restricted: Recording Process Compliance	\$ 94,229.21	\$ 1,674.61	\$ 95,903.82
01-000-2756	Restricted: Enhanced 911	\$ 3,603.48	\$ (39,565.71)	\$ (35,962.23)
01-000-2764	Restricted: Sheriffs Contingency	\$ 1,853.73	\$ 1,357.91	\$ 3,211.64
01-000-2765	Restricted: School Resource Officer	\$ -	\$ -	\$ -
01-000-2768	Restricted: Aggregate Pit Restoration	\$ 13,068.64	\$ 7,795.98	\$ 20,864.62
01-000-2779	Restricted: Probation Supervision Fees	\$ 25,619.59	\$ (3,601.84)	\$ 22,017.75
01-000-2780	Restricted: DWI Fees	\$ 800.75	\$ -	\$ 800.75
01-000-2781	Restricted: Redemption of Forfeitable Motor Vehicle	\$ 4,910.00	\$ -	\$ 4,910.00
01-000-2782	Restricted: Adm Drug Forfeiture Money	\$ 759.79	\$ 4,848.62	\$ 5,608.41
01-000-2783	Restricted: Jail Canteen Fund	\$ 2,637.40	\$ (365.00)	\$ 2,272.40
01-000-2785	Restricted: Permit to Carry Fees	\$ 29,877.68	\$ (9,463.60)	\$ 20,414.08
Assigned Accounts:				
01-000-2802	Assigned: Elections	\$ 80,907.68	\$ (24,213.80)	\$ 56,693.88
01-000-2805	Assigned: Buildings	\$ 107,656.90	\$ -	\$ 107,656.90
01-000-2806	Assigned: Capital Improvements	\$ 208,649.08	\$ 100.89	\$ 208,749.97
01-000-2814	Assigned: Ambulance	\$ 110,429.03	\$ 75,000.00	\$ 185,429.03
01-000-2815	Assigned: Solid Waste/Recycling	\$ 634,650.48	\$ (62,983.99)	\$ 571,666.49
01-000-2818	Assigned: Riparian Aid Grant	\$ 272,271.02	\$ 42,015.58	\$ 314,286.60
01-000-2826	Assigned: County Septic Loan Program	\$ 63,236.37	\$ (2,152.07)	\$ 61,084.30
01-000-2827	Assigned: Radio Communications Systems	\$ 45,000.00	\$ -	\$ 45,000.00
01-000-2828	Assigned: Computer Software/IT Equipment	\$ 200,211.87	\$ -	\$ 200,211.87
01-000-2865	Assigned: School Resource Officer	\$ 78,000.00	\$ (1,753.29)	\$ 76,246.71

Yeas: Hollingsworth, Johnson, Nath, Wildermuth. Nay: None. Absent: Roskamp. Motion carried.

PERSONNEL

Human Resources Coordinator Cathy Feste requested approval of the Senior IT Technician job description and the recommended placement of B24 on the pay plan. Feste also requested placement of Senior IT Technician Bridget Hartman on B24 – Step E of the pay plan effective January 1, 2022. Motion by Wildermuth, seconded by Hollingsworth to approve the placement of the Senior IT Technician on B24 of the pay plan and approve the promotion of Bridget Hartman to the Senior IT Technician position on January 1, 2022 on B24 Step E of the pay plan. Yeas: Hollingsworth, Johnson, Nath, Wildermuth. Nay: None. Absent: Roskamp. Motion carried.

ELECTED OFFICIAL SALARY SETTING

Motion by Johnson, seconded by Wildermuth to set County Attorney Damain Sandy's 2022 salary at \$85,782.00. Yeas: Hollingsworth, Johnson, Nath, Wildermuth. Nay: None. Absent: Roskamp. Motion carried.

Motion by Wildermuth, seconded by Nath to approve Assistant County Attorney Destiney Grooters' 2022 salary at \$59,484.00. Yeas: Hollingsworth, Johnson, Nath, Wildermuth. Nay: None. Absent: Roskamp. Motion carried.

December 28, 2021

Motion by Johnson, seconded by Nath to set Sheriff Keith Vreeman's 2022 salary at \$103,500.00. Yeas: Hollingsworth, Johnson, Nath, Wildermuth. Nay: None. Absent: Roskamp. Motion carried.

Motion by Hollingsworth, seconded by Wildermuth to set Recorder Mary Ann De Groot's 2022 salary at \$84,498.00. Yeas: Hollingsworth, Johnson, Nath, Wildermuth. Nay: None. Absent: Roskamp. Motion carried.

NON-UNION COST OF LIVING ADJUSTMENT

Motion by Hollingsworth, seconded by Wildermuth to set the 2022 Non-Union Cost of Living Adjustment (COLA) at 2.50%. Yeas: Hollingsworth, Johnson, Nath, Wildermuth. Nay: None. Absent: Roskamp. Motion carried.

COMMISSIONER 2022 SALARIES

Motion by Nath, seconded by Johnson to set the 2022 Commissioner salaries at \$22,734.00. Yeas: Hollingsworth, Johnson, Nath. Nay: Wildermuth. Absent: Roskamp. Motion carried.

RETIREMENT RECOGNITION

Commissioners stated their appreciation to Assistant County Attorney Scott Barduson, who is retiring on December 31, 2021 after 43 years of service. Attorney Barduson was not able to be in attendance.

RESOLUTIONS 59-43-21, 59-44-21 2022 TAXES PAYABLE LEVY AND BUDGET

Motion by Hollingsworth, seconded by Nath to adopt Resolutions 59-43-21, 59-44-21 to set the 2022 Taxes Payable Levy at \$7,952,656.00 and setting the 2022 budget as follows: Revenues: \$12,897,199.00 and Expenditures: \$21,410,616.00. Yeas: Hollingsworth, Johnson, Nath, Wildermuth. Absent: Roskamp. Motion carried.

CASEY SIEVERT – AMBULANCE FEE CHANGES

EMS Director Casey Sievert requested a Fee for Service Increase for 2022, as recommended by the Pipestone County Ambulance billing company, TransMedic Billing. Motion by Wildermuth, seconded by Nath to approve the fee increase as presented. Yeas: Hollingsworth, Johnson, Nath, Wildermuth. Absent: Roskamp. Motion carried.

EMS Director Sievert requested increases to the reimbursement rates for Volunteer Ambulance Personnel. Motion by Wildermuth, seconded by Hollingsworth to approve the

December 28, 2021

December 28, 2021

revised Volunteer Ambulance Personnel reimbursement rates effective January 1, 2022. Yeas: Hollingsworth, Johnson, Nath, Wildermuth. Absent: Roskamp. Motion carried.

OUT OF STATE TRAVEL REQUEST

EMS Director Casey Sievert requested approval of out-of-state travel for Carl Kulm. EMT Kulm has completed a year-long paramedic program and the final step is to complete the Trauma Assessment test out exam, of which the closest exam in time and proximity is located in Rapid City, SD on January 13, 2022. Motion by Nath, seconded by Wildermuth to allow Carl Kulm to travel to Rapid City, SD on January 13, 2022 for his final Paramedic Exam. Yeas: Hollingsworth, Johnson, Nath, Wildermuth. Absent: Roskamp. Motion carried.

CLOSED SESSION: PENDING LITIGATION M.S. 13D.05 Subd. 3(b)

Motion by Nath, seconded by Wildermuth to go into closed session for pending litigation. Yeas: Hollingsworth, Johnson, Nath, Wildermuth. Absent: Roskamp. Motion carried. Meeting closed at 10:45 am. Present at Closed Session: Chairman Luke Johnson, Commissioners Chris Hollingsworth, Les Nath, Dan Wildermuth, County Administrator Steve Ewing, County Attorney Damain Sandy, and County Engineer Nick Bergman.

Motion by Nath, seconded by Hollingsworth to open the meeting. Yeas: Hollingsworth, Johnson, Nath, Wildermuth. Absent: Roskamp. Motion carried. Meeting was opened at 11:36 am. Motion by Wildermuth, seconded by Hollingsworth to direct County Attorney Sandy to send a letter to the contractor's attorney that we do not have any culpability in the threat of litigation. Yeas: Hollingsworth, Johnson, Nath, Wildermuth. Absent: Roskamp. Motion carried.

Motion by Hollingsworth seconded by Wildermuth to adjourn. Yeas: Hollingsworth, Johnson, Nath, Wildermuth. Absent: Roskamp. Motion carried.

Meeting adjourned at 11:43a.m.

Luke Johnson
Pipestone County Board Chairman

ATTEST:

Steven Ewing
County Administrator

December 28, 2021