

The Pipestone County Commissioners met with Chairman Les Nath, Commissioners, Luke Johnson, Dallas Roskamp, and Dan Wildermuth. Commissioner Chris Hollingsworth was absent. County Administrator Steve Ewing 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 Johnson to approve the agenda. Ayes, Johnson, Roskamp, Wildermuth, Nath. Nays, none. Absent, Hollingsworth. Motion carried.

CONSENT AGENDA

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

1. Approve Minutes: 11/22/2022 Commissioners Meeting
2. Approve Auditors Warrants: 11/23/22, 11/29/22, 12/2/22,12/9/22
3. Approve Commissioners Warrants in the amount of \$380,335.98
4. Approve Hospital Warrants in the amount of \$753,530.10
5. Approve November 2022 Treasurers Report

Ayes, Johnson, Roskamp, Wildermuth, Nath. Nays, none. Absent, Hollingsworth.

Motion carried.

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

| Vendor Name | Amount Paid |
|---------------------------------------|--------------------|
| Johnson Controls, Inc | 127,776.52 |
| Papik Motors | 36,240.35 |
| Pipestone/City Of | 24,962.12 |
| Van Dyke Sanitation Inc | 13,693.31 |
| Midwest Alarm Company, Inc | 13,160.16 |
| Eide Bailly LLP | 13,000.00 |
| Visa-First Bank & Trust | 12,342.97 |
| MN Counties Computer Cooperative | |
| Lockbox | 10,845.92 |
| Rupp Construction Company Inc | 10,676.40 |
| MN Counties Intergovernmental Trust | 6,841.00 |
| Madden Galanter Hansen LLP | 6,569.99 |
| 3D Security Inc | 6,512.26 |
| Emergency Automotive Technologies Inc | 6,433.38 |
| O'Neill O'Neill & Barduson | 4,924.00 |
| Counties Providing Technology | 4,918.00 |
| Christensen Broadcasting | 4,480.00 |
| YELLOW MEDICINE COUNTY JAIL | 3,972.14 |
| Lincoln Pipestone Rural Water | 3,842.16 |
| Pipestone County Highway Department | 3,594.90 |
| Weets/Steven P | 3,410.00 |
| Edgerton/City Of | 3,400.30 |

| | |
|---------------------------------|----------|
| Forum Communications Printing | 3,099.07 |
| Smith & Johnson | 2,995.00 |
| TransMedic Billing | 2,525.44 |
| Ace K9 | 2,453.54 |
| Pipestone County Medical Center | 2,108.48 |
| Roggenbuck/James John | 2,100.00 |
| Morris Electronics Inc | 2,019.24 |
| Edgerton Enterprise | 2,008.50 |

| | |
|--------------------------------|---------------------|
| Warrants over \$2,000 | \$340,905.15 |
| Number of Claims under \$2,000 | 101 |
| Warrants under \$2,000 | <u>\$39,430.83</u> |
| Total | <u>\$380,335.98</u> |

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.

Motion by Johnson, seconded by Wildermuth to approve right of way payments for projects. Ayes, Johnson, Roskamp, Wildermuth, Nath. Nays, none. Absent, Hollingsworth. Motion carried.

| <u>Project</u> | <u>Land Owner:</u> | <u>Payment:</u> |
|-----------------------|---|------------------------|
| SAP 059-599-121 | Justin and Crissa Fruechte | \$1,090.00 |
| SAP 059-599-120 | Craig and Jacqueline Otkin..... | \$1,160.00 |
| SAP 059-599-131 | Ronald and Doris Rollefson..... | \$300.00 |
| SAP 059-599-131 | Jason and Bonnie Yost | \$300.00 |
| SAP 059-599-120 | The Michael J. Fruechte Living Trust..... | \$1,040.00 |

Engineer Bergman requested final payment on project SAP 059-602-029 to Prahm Construction, Slayton MN. Motion by Roskamp, seconded by Wildermuth to approve the final payment for SAP 059-602-029 to Prahm Construction Inc. from Slayton, MN in the amount of \$101,090.38 and pay as an Auditors Warrant. Ayes, Johnson, Roskamp, Wildermuth, Nath. Nays, none. Absent, Hollingsworth. Motion carried.

Engineer Bergman requested final payment on the 2022 Box Culvert Projects. Motion by Wildermuth, seconded by Johnson to approve the final payment for 2022 Box Culvert Contract

#1 (SAP 059-599-107, SAP 059-599-115, SAP 059-599-118, and SAP 059-599-119) to R&G Construction Co, from Marshall, MN in the amount of \$37,533.70. and to pay as an Auditors Warrant. Ayes, Johnson, Roskamp, Wildermuth, Nath. Nays, none. Absent, Hollingsworth. Motion carried.

Engineer Bergman requested the board to approve final payment for Indian Lakes 3 project (SAP059-090-001) to Duininck Inc. from Prinsburg, MN, in the amount of \$6,400.33 and to pay as an Auditors Warrant. Motion by Wildermuth, seconded by Johnson to approve payment to Duininck Inc. in the amount of \$6,400.33 and to pay as an Auditors Warrant. Ayes, Johnson, Roskamp, Wildermuth, Nath. Nays, none. Absent, Hollingsworth. Motion carried.

Engineer Bergman requested the board set bid opening on January 24, 2023 at 10:30 AM for projects SAP 059-602-031, SAP 059-602-032, SAP 059-605-009, SAP 059-607-025, SAP 059-610-044, SAP 059-613-022, SAP 059-615-044, SAP 059-618-042, SAP 059-620-005, and SAP 059-630-012. This is the 2023 overlay contract for approximately 25 miles of road. Motion by Johnson, seconded by Wildermuth to set bid opening for January 24, 2023 at 10:30 AM for the 2023 overlay projects. Ayes, Johnson, Roskamp, Wildermuth, Nath. Nays, none. Absent, Hollingsworth. Motion carried.

Engineer Bergman requested that the board approve the Policy on Tree and Bush Removal Within the Right of Way.

The Pipestone County Highway Department has a responsibility to keep public right-of-way (ROW) free of potentially hazardous debris in order to help provide safe travel. Pipestone County acknowledges that some trees and other vegetation could have great value to a landowner so the following guidelines will be followed whenever possible when working on vegetated areas within the ROW:

- Small, volunteer, trees etc. can be removed at any time. Before bush/tree removal/trimming by a building site or other potentially sensitive areas, the Pipestone County Highway Department will contact the landowner. The landowner will be given an opportunity to voice any concerns. The contacted landowner will also be given the opportunity to complete the work himself/herself if he/she so chooses, as long as it is done within a timely manner.

Pipestone County will make reasonable attempts to come up with a solution that works for both the landowner and the County but recognizes that the objective of public safety is the top priority.

Motion by Johnson, seconded by Wildermuth to approve the Policy of Tree and Bush Removal Within the Right of Way. Ayes, Johnson, Roskamp, Wildermuth, Nath. Nays, none. Absent, Hollingsworth. Motion carried.

December 13, 2022

Engineer Bergman reported on CSAH 10 that our funding allotment from the State has been reduced and that a thin overlay may be a reasonable solution until future funding can be obtained for a full reconstruction. No action taken.

Engineer Bergman reported on Maintenance Activities for the past month including snow preparations, culvert separation repairs, culvert cleanouts, two beaver dams had been removed.

2023 COUNTY FEE SCHEDULE PUBLIC HEARING

Motion by Roskamp seconded by Wildermuth to open the public hearing on the 2023 proposed County Fee Schedule. Administrator Ewing presented information on the proposed changes for 2023. No members of the public were in attendance and no correspondence was received regarding the proposed fee schedule. Motion by Johnson, seconded by Wildermuth to close the public hearing at 9:39 a.m. Ayes, Johnson, Roskamp, Wildermuth, Nath. Nays, none. Absent, Hollingsworth. Motion carried.

Motion by Roskamp, seconded by Wildermuth to adopt the 2023 fee schedule as presented. Ayes, Johnson, Roskamp, Wildermuth, Nath. Nays, none. Absent, Hollingsworth. Motion carried. The 2023 County Fee Schedule is available for viewing at www.pipestone-county.com

EMS CHRISTMAS HOLIDAY VOLUNTEER REIMBURSEMENT

EMS Director Casey Sievert presented a request for a temporary one time On Call pay increase for the entire Christmas Holiday Weekend of 2022, a temporary on call rate increase to \$18.00 per hour for Primary Crew and \$12.00 for 911 backup. The On-call time would be from 6 p.m. Friday, December 23, 2022 through December 26, 2022 at 6 a.m. Motion by Wildermuth, seconded by Roskamp to approve the request. Ayes, Johnson, Roskamp, Wildermuth, Nath. Nays, none. Absent, Hollingsworth. Motion carried.

PERSONNEL

Administrator Ewing reported on Personnel Items. EMS Hiring, Part Time Employees: Jessica Foss was hired on December 9, 2022 at a part-time EMT at Step A on the Pay Plan. Riley Budden was hired on December 10, 2022 at Step C on the pay plan.

Motion by Wildermuth, seconded by Johnson to approve hiring Riley Budden at Step C on the pay plan. Ayes, Johnson, Roskamp, Wildermuth, Nath. Nays, none. Absent, Hollingsworth. Motion carried.

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Joslyn Russell will be starting later this month as a Part Time EMT.

EMS Full Time Employees: Approve JD Wallenburg as Paramedic at Step E of the pay plan, he has 13 years' experience. Motion by Wildermuth, seconded by Roskamp to approve JD Wallenburg at Step E on the pay plan. Ayes, Johnson, Roskamp, Wildermuth, Nath. Nays, none. Absent, Hollingsworth. Motion carried.

Morgan Lyman will be starting December 19, 2022 as a full-time EMT on Step B of the pay plan.

Highway Hiring, Philip Waldron started Monday, December 5, 2022 as a full-time Highway Maintenance Worker on Step A of the pay plan. One more potential employee will be starting on Monday, December 19, 2022 pending results of required background check.

TERMINATION OF JAIL MEDICAL SERVICES CONTRACT

Sheriff Keith Vreeman and Jail Administrator Tyler Rippentrop notified the board that the current jail medical services contract will be terminated by the MEnD Correctional Care on or before March 1, 2023 due to the high cost of liability insurance causing the company to file for Chapter 11 bankruptcy. Sheriff Vreeman and Jail Administrator Rippentrop will be searching for a new company to provide the mandated medical services. No action is required of the board at this time.

2023 CITIES CONTRACTS FOR LAW ENFORCEMENT SERVICES

Sheriff Vreeman presented the 2023 contracts for law enforcement services for the year 2023. Increases in costs from 2022 to 2023 is approximately a 6% increase.

| | | | |
|-----------|-------------------|--------------------|-----------|
| Ihlen | \$2,766 | Trosky | \$4,128 |
| Hatfield | \$2,343 | Woodstock | \$4,774 |
| Holland | \$7,595 | Edgerton | \$81,055 |
| Jasper | \$39,065 | Ruthton | \$9,721 |
| Pipestone | Sheriff \$768,686 | Pipestone Dispatch | \$196,300 |

Motion by Johnson, seconded by Wildermuth to approve the presented contracts for 2023 Law Enforcement Services. Ayes, Johnson, Roskamp, Wildermuth, Nath. Nays, none. Absent, Hollingsworth. Motion carried.

COUNTY ATTORNEY, COUNTY SHERIFF 2023 SALARIES

County Sheriff Keith Vreeman and County Attorney Damain Sandy appeared for discussion and action on 2023 salaries. Motion by Wildermuth, seconded by Nath to set the

2023 salary for Sheriff Vreeman at \$108,675.00 a 5% increase from 2022 and Deputy County Attorney Destiney Grooters at \$62,458.20, a 5% increase from 2022. Ayes, Johnson, Roskamp, Wildermuth, Nath. Nays, none. Absent, Hollingsworth. Motion carried.

Motion by Roskamp, seconded by Wildermuth to set the 2023 County Attorney Salary at \$87,497.64 a 2% increase from 2022. Ayes, Johnson, Roskamp, Wildermuth, Nath. Nays, none. Absent, Hollingsworth. Motion carried.

2023 CHILD PROTECTION LEGAL SERVICES CONTRACTS

Administrator Ewing presented the 2023 Child Protection Legal Services Contracts with the Firms Smith and Johnson and Runchy, Louwagie & Wellaman PLLP. Rates are the same as the 2022 contract paying a flat sum of \$1,250 per month for up to 20 hours of services and rate of \$90.00 per hour in excess of 20 hours per month. Term of the contract is January 1, 2023 through December 31, 2023. Motion by Johnson seconded by Roskamp to approve the contracts. Ayes, Johnson, Roskamp, Wildermuth, Nath. Nays, none. Absent, Hollingsworth. Motion carried.

DARK TRACE PURCHASE INFORMATION TECHNOLOGY

County Information Director Bill Folger presented a request to purchase an additional component to our Darktrace system. The new component is RESPOND which will enable Darktrace to automatically stop malicious cyber-attacks. Cost of the 3-year contract is \$18,000 beginning on January 1, 2023. Motion by Wildermuth, seconded by Roskamp to approve the purchase. Ayes, Johnson, Roskamp, Wildermuth, Nath. Nays, none. Absent, Hollingsworth. Motion carried.

BID OPENING SAP 059-599-120 ETC. BOX CULVERTS PROJECT

Engineer Bergman called for the opening of 2023 Box Culverts Project at 10:30 AM.

Bids were opened as follows:

| | | |
|------------------------------|---------------|----------------|
| Gladen Construction Inc | Laporte, MN | \$1,312,568.62 |
| Midwest Contracting Inc. | Marshall, MN | \$1,155,945.00 |
| R&G Construction Co. | Marshall, MN | \$1,107,166.00 |
| A&C Excavating LLC | Marshall, MN | \$1,117,842.20 |
| Landwehr Construction Inc. | St. Cloud, MN | \$1,294,262.50 |
| John Riley Construction Inc. | Morris, MN | \$1,261,687.43 |
| Engineers Estimate | | \$ 685,243.00 |

Engineer Bergman requested that no action be taken today and requested the board table action until December 27, 2022. Motion by Wildermuth, seconded by Johnson, to table action on the bids until December 27, 2022. Ayes, Johnson, Roskamp, Wildermuth, Nath. Nays, none. Absent, Hollingsworth. Motion carried.

A.C.E. AMENDMENT #3

Administrator Ewing presented Joint Powers Amendment #3 from A.C.E. of Southwest Minnesota allowing Pipestone County be become a member of the Joint Powers Agreement effective January 1, 2023. Motion by Wildermuth, seconded by Roskamp to approve Amendment #3 of the A.C.E Joint Powers agreement. Ayes, Johnson, Roskamp, Wildermuth, Nath. Nays, none. Absent, Hollingsworth. Motion carried.

SOUTHWEST HEALTH AND HUMAN SERVICES OFFICE LEASE AGREEMENT

2023

Administrator Ewing presented the 2023 Office Lease Agreement for Southwest Health and Human Services for the offices at 1091 N. Hiawatha Avenue, Pipestone, Minnesota. Lease amount for 2023 is \$38,000 rent and \$20,000 utilities paid quarterly starting January 1, 2023. Motion by Wildermuth, seconded by Johnson to approve the 2023 lease agreement. Ayes, Johnson, Roskamp, Wildermuth, Nath. Nays, none. Absent, Hollingsworth. Motion carried.

RETENTION PAYMENT TO PART-TIME JAIL STAFF

Administrator Ewing presented a request to approve a Retention Payment to two part-time jail personnel that worked a minimum of 300 hours but less than 16 hours per week in 2022 and were employed on January 1, 2022 and would receive \$1,000 each. Motion by Johnson, seconded by Wildermuth to approve the retention payment. Ayes, Johnson, Roskamp, Wildermuth, Nath. Nays, none. Absent, Hollingsworth. Motion carried.

COMMITTEE REPORTS

Commissioners reported on the following Committee Meetings:

Commissioner Roskamp, Commissioners, Transit Advisory, PCMC Board.

Commissioner Wildermuth, SMOC, Prime West Board, Building and Grounds, A.C.E.,

Pipestone Area Coalition, SWHHS, RMEB, SMOC, RMEB, FEMA Flood Maps

Commissioner Johnson, Hwy 23 Projects, SWCD, MRC, Hwy 23, MHA Council, Prime Health, Woodstock City Council, PCMC, Hwy 23 Coalition, AMC Environmental, Area II, RCRC, A,

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Annual Township Officers, AMC Board, AMC Research, AMC Environmental Policy, AMC Conference, SWCD, PCMC Plant Ops, TNT Meeting.

Commissioner. Nath, Prime West Board, Building & Grounds, Commissioners, SWMH, SWCD, SWHHS, Personnel, SWMH/Western Mental Health, Extension, Commissioners, Personnel.

Motion by Wildermuth, seconded by Roskamp to adjourn. Ayes, Johnson, Roskamp, Wildermuth, Nath. Nays, none. Absent, Hollingsworth. Motion carried. Meeting was adjourned at 11:27 a.m.

Les Nath
Pipestone County Board Chairman

ATTEST:

Steven Ewing
County Administrator

December 13, 2022