

June 13, 2023

Pipestone County Commissioner Meeting
June 13, 2023

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

AGENDA

Motion by Roskamp, seconded by Nagel to approve the agenda. Motion carried unanimously.

CONSENT AGENDA

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

1. Approve Commissioners Minutes: 05/23/2023
2. Approve Auditors Warrants: 05/26/2023, 06/02/2023, 06/06/2023, 6/9/23
3. Approve Commissioners Warrants in the amount of \$235,655.64
4. Approve Hospital Warrants \$598,233.89
5. Approve Treasurer's Report May 2023

Motion carried unanimously.

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

Vendor Name	Amount Paid
LAND O POWER COOPERATIVE	75,000.00
Johnson Controls, Inc	27,898.85
Van Dyke Sanitation Inc	13,898.10
TrueNorth Steel	13,833.20
Tyler Technologies Inc	10,719.55
Visa-First Bank & Trust	9,832.29
Motorola Solutions Connectivity, Inc	7,421.99
ADVANCED CORRECTIONAL HEALTHCARE, INC	6,124.92
American Solutions For Business	5,210.87
Surplus Warehouse of Willmar Inc	3,810.00
Winter Realty Inc	3,600.00
MN West - Canby	3,450.00
Callyo 2009 Corp	3,342.84
G&S Body Shop Inc	3,055.18
3D Security Inc	2,810.00
Pipestone Publishing Co Inc	2,624.23
S&S Truck Repair Inc	2,426.66
Christensen/Larry D	2,325.00
Warrants over \$2,000	\$197,383.68
Number of Claims under \$2,000	77
Warrants under \$2,000	\$38,271.96

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Total \$235,655.64

NEW EMPLOYEE INTRODUCTION

Alexis DeGroot, Junior Appraiser, introduced herself to Commissioners. DeGroot started on May 30, 2023. Commissioners welcomed her as a County employee and wished her well in her position.

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 Hollingsworth, seconded by Nagel to approve the following right-of-way payments.

<u>Project</u>	<u>Land Owner:</u>	<u>Payment:</u>
SAP 059-607-023	SMA Farms, LLP	\$270.00
SAP 059-599-132	John and Karla Whipple	\$510.00
SAP 059-615-040	Wegner Family, LLC	\$450.00
SAP 059-599-132	The Jeff Baatz Living Trust.....	\$285.00
SAP 059-599-132	The Lisa Baatz Living Trust.....	\$285.00

Motion carried unanimously.

Engineer Bergman presented the following quotes for ditch spraying chemicals:

<u>Supplier</u>	<u>Total</u>
Nutrien Ag Solutions	\$10,021.42
Chandler Co-op	\$10,050.00

Motion by Johnson, seconded by Wildermuth to approve the purchase of ditch spraying chemicals from Nutrien Ag Solutions for \$10,021.42. Motion carried unanimously.

Engineer Bergman noted that SafeAssure, Pipestone County’s safety consulting firm, recommended installing a pump/hose system so all chemical filling/mixing can be controlled from the ground. Bergman received quotes for a holding tank, pumps, chemical inductor, and hoses/fittings to remedy the safety concern. Quotes were as follows:

<u>Supplier</u>	<u>Bid</u>
C & R Supply, Inc	\$4,241.28
Abner Sales	\$4,456.00

Motion by Roskamp, seconded by Hollingsworth to purchase the chemical inductor and tank setup from C & R Supply, Inc. in the amount of \$4,241.28. Motion carried unanimously.

Engineer Bergman requested approval to purchase a new pup trailer, as the previous pup trailer was totaled in a crash in 2021. Quotes received were as follows:

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Tow Master	\$56,456.00	6-9 months for delivery
TBEI (Lake Crystal, MN)	\$59,549.00	5-6 months for delivery

There is \$34,000 budgeted for this purchase and a \$29,405.00 insurance payment.

Motion by Johnson, seconded by Roskamp to approve the purchase of a pup trailer from Tow Master in the amount of \$56,456.00. Motion carried unanimously.

Engineer Bergman requested the board allow him to set a letting date as soon as he gets the funding approval letter for the Stone Arch Bridge rehab project. Motion by Johnson, seconded by Roskamp to authorize Bergman to start advertising for a letting date once he receives the required letter from the State of Minnesota. Motion carried unanimously.

Engineer Bergman requested board approval to allow the current gravel crushing contractor to crush additional gravel. Motion by Nagel, seconded by Hollingsworth to allow up to 25% additional gravel to be crushed at Engineer's discretion. Motion carried unanimously.

Engineer Bergman requested approval of an updated Maintenance Agreement between the City of Edgerton and the County of Pipestone which defines expectations between the City and the County in regards to County State Aid Highways number 17 and 47 defined as follows:

- 47 (Main Street) running from CSAH 1 (Mill Street) to CSAH 9 (Old TH 268) within the boundaries of the City.
- 17 (4th Ave W) running from CSAH 1 (Mill Street) to CSAH 9 (old TH 268) within the boundaries of the City

The amount of payment to the City for routine maintenance shall be \$3,345.00 per mile of street and said payment will be made at the conclusion of each calendar year. The contract has already been approved by the City of Edgerton and can be amended as needed upon mutual agreement of the City and County. Motion by Wildermuth, seconded by Roskamp to approve the updated maintenance agreement between Pipestone County and the City of Edgerton. Motion carried unanimously.

Engineer Bergman reviewed various topics with the board including traffic count updates, shouldering practices in rural settings, and striping frequency on County highways. No action was taken to change current practices.

Engineer Bergman reviewed maintenance activities from the past month. County Road 78, north of County Road 8 fell apart this spring, and they will be looking at solutions for repair. A dynamic speed sign was installed in Woodstock, and the crew has been hauling gravel.

CLOSED SESSION – M.S. 13D.05 SUBD. 3(D) SECURITY BRIEFING

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Chief Deputy Mike Hamann joined the meeting. Motion by Nagel, seconded by Hollingsworth to close the meeting to discuss an out of state travel request for a Sheriff’s Office staff member. Motion carried unanimously. Meeting closed at 10:00a.m. Present at closed session: Commissioners Hollingsworth, Johnson, Nagel, Roskamp, Wildermuth, County Administrator Steve Ewing, Chief Deputy Mike Hamann, and Human Resources Coordinator Cathy Feste. Motion by Hollingsworth, seconded by Nagel to come out of closed session. Motion carried unanimously. Meeting opened at 10:02a.m. Motion by Roskamp, seconded by Hollingsworth to authorize out of state travel for a Sheriff’s Office employee in 2023. Motion carried unanimously.

2022 RESTRICTED/ASSIGNED FUND BALANCES

Auditor/Treasurer Amanda Sandy presented the year end Restricted and Assigned Fund Balances as follows:

COMMISSIONER MEETING REPORT				
General Fund - Non Spendable, Restricted, Assigned Fund Balances				
Account #	Description	12/31/21 Balance	Increase/Decrease	12/31/22 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	\$ (165.94)	\$ 590.56
01-000-2751	Restricted: Elections	\$ 10,193.93	\$ 1,339.84	\$ 11,533.77
01-000-2752	Restricted: Law Library	\$ 33,972.82	\$ 11,664.00	\$ 45,636.82
01-000-2754	Restricted: Recorder Technology Fund	\$ 54,255.15	\$ 3,706.99	\$ 57,962.14
01-000-2755	Restricted: Recording Process Compliance	\$ 97,551.11	\$ 12,304.05	\$ 109,855.16
01-000-2756	Restricted: Enhanced 911	\$ 22,888.48	\$ 98,988.34	\$ 121,876.82
01-000-2759	Restricted: Federal Covid ARPA	\$ 876,483.25	\$ (56,503.91)	\$ 819,979.34
01-000-2764	Restricted: Sheriffs Contingency	\$ 5,000.00	\$ (1,884.24)	\$ 3,115.76
01-000-2765	Restricted: School Resource Officer	\$ -	\$ -	\$ -
01-000-2768	Restricted: Aggregate Pit Restoration	\$ 23,889.47	\$ 3,179.03	\$ 27,068.50
01-000-2779	Restricted: Probation Supervision Fees	\$ 20,543.86	\$ 2,622.00	\$ 23,165.86
01-000-2780	Restricted: DWI Fees	\$ 800.75	\$ (800.75)	\$ -
01-000-2781	Restricted: Redemption of Forfeitable Motor Vehicle	\$ 4,856.55	\$ -	\$ 4,856.55
01-000-2782	Restricted: Adm Drug Forfeiture Money	\$ 42,476.01	\$ (11,449.26)	\$ 31,026.75
01-000-2783	Restricted: Jail Canteen Fund	\$ 2,112.40	\$ 213.06	\$ 2,325.46
01-000-2785	Restricted: Permit to Carry Fees	\$ 8,256.53	\$ (1,402.98)	\$ 6,853.55
01-000-2792	Restricted: Septic/Sewer Loans	\$ 20,357.29	\$ (2,051.45)	\$ 18,305.84
Assigned Accounts:				
01-000-2802	Assigned: Elections	\$ 47,036.93	\$ 12,978.03	\$ 60,014.96
01-000-2805	Assigned: Buildings	\$ 107,656.90	\$ -	\$ 107,656.90
01-000-2806	Assigned: Capital Improvements	\$ 208,751.85	\$ (0.46)	\$ 208,751.39
01-000-2814	Assigned: Ambulance	\$ 64,499.03	\$ 55,000.00	\$ 119,499.03
01-000-2815	Assigned: Solid Waste/Recycling	\$ 529,530.98	\$ (41,059.10)	\$ 488,471.88
01-000-2818	Assigned: Riparian Aid Grant	\$ 340,633.05	\$ 56,511.47	\$ 397,144.52
01-000-2826	Assigned: County Septic Loan Program	\$ 16,640.37	\$ (3,070.88)	\$ 13,569.49
01-000-2827	Assigned: Radio Communications Systems	\$ 45,000.00	\$ -	\$ 45,000.00
01-000-2828	Assigned: Computer Software/IT Equipment	\$ 191,644.24	\$ (15,148.12)	\$ 176,496.12
01-000-2865	Assigned: School Resource Officer	\$ 27,894.92	\$ (27,894.92)	\$ -

Motion by Hollingsworth, seconded by Wildermuth to approve the 2022 Restricted and Assigned Fund Balances. Motion carried unanimously.

AUDITOR WARRANT APPROVAL

Administrator Ewing requested approval of the IT department June VISA bill to be paid as an Auditors Warrant. Motion by Nagel, seconded by Roskamp to approve payment in the form of an Auditors Warrant for the June IT department VISA bill. Motion carried unanimously.

Administrator Ewing reported that the County paid back \$924.24 in unused Election Dropbox grant funds as an Auditors Warrant. The initial grant award was \$15,000.00.

MAINTENANCE PURCHASES

Building and Grounds Supervisor Wayne Drew requested approval to purchase a new mower. The previous mower was destroyed by a fire. The County received \$4,322.00 insurance settlement to offset the cost. Quotes received were as follows:

<i>Company</i>	<i>Model</i>	<i>Cost</i>
Pipestone Outdoor Power	2023 Hustler Super Z Hyperdrive	\$15,666.00
John Deere	John Deere Z950M ZTrak	\$16,000.00

Motion by Hollingsworth, seconded by Roskamp to approve the quote from Pipestone Outdoor Motor in the amount of \$15,666.00. Delivery of the unit will be in approximately 30 days. Motion carried unanimously.

Building and Grounds Supervisor Wayne Drew presented two quotes for Courthouse elevator repair and modernization upgrades.

Schumacher Elevator Company	\$116,652.00
Kone Care	\$160,034.00

Motion by Nagel, seconded by Hollingsworth to approve the quote from Schumacher Elevator Company in the amount of \$116,652.00 for Courthouse elevator repair and upgrades. Motion carried unanimously.

JUNETEENTH HOLIDAY RESOLUTION 59-19-23

Motion by Johnson, seconded by Hollingsworth to approve Resolution 59-19-23 establishing Juneteenth as an official County Holiday and approving the accompanying Union Memorandums of Agreement to add it as a County Holiday effective immediately. Juneteenth will be recognized on June 19 each year. Motion carried unanimously.

PERSONNEL

Human Resources Coordinator Cathy Feste announced that Deputy Recorder Rachel Davids has submitted her resignation effective on or before September 1, 2023. Motion by Hollingsworth, seconded by Nagel to accept Rachel Davids' resignation on or before September 1, 2023. Motion carried unanimously.

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HR Coordinator Feste presented the revised Deputy Recorder job description for approval. Motion by Johnson, seconded by Wildermuth to approve the revised Deputy Recorder job description. Motion carried unanimously.

RESOLUTION 59-20-23 TERMINATION OF HOMETOWN FIBER CONSULTING AGREEMENT

Motion by Johnson, seconded by Hollingsworth to approve Resolution 59-20-23 Termination of Hometown Fiber Consulting Agreement effective June 1, 2023. Motion carried unanimously.

EMPLOYEE GRILL OUT

Consensus of the Board to reschedule the Employee Grill Out to July 18, 2023 due to the Juneteenth Holiday.

COMMITTEE REPORTS

Commissioners reported on the following Committee Meetings:

Commissioner Johnson: AMC Futures, AMC Legislative Update, Hometown Fiber Special Meeting, AMC Research Committee, Solid Waste, Regional Solid Waste, Minnesota Rural Counties, Highway 23 Coalition, LPN Union Negotiations, AREA II, Courthouse Union Sick Leave Meeting, AMC District 8, PCMC Plant Operations, Board of Equalization.

Commissioner Hollingsworth: Nurse Family Partnership, SRDC, CPT Executive Committee, Hometown Fiber Special Meeting, CPT Joint Powers Full Board, Safety Committee, PCMC Board.

Commissioner Nagel: PrimeWest, Building and Grounds, SWCD, SWHHS, Hometown Fiber Special Meeting, Emergency Communications (Radio) Board, Building and Grounds.

Commissioner Roskamp: Solid Waste, Rural Minnesota Energy Board, Plum Creek Library.

Commissioner Wildermuth: PCMC Plant Operations, Explore Southwest, Veterans Memorial, Pipestone Area Coalition, Southwest 18 Mental Health Consortium, SMOC (2), SWHHS, PCMC Executive Committee, Solid Waste, SMOC, Building and Grounds.

Motion by Hollingsworth, seconded by Roskamp to adjourn. Motion carried unanimously. Meeting adjourned at 11:10a.m.

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Dan Wildermuth
Pipestone County Board Chairman

ATTEST:

Steven Ewing
County Administrator

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