

The Pipestone County Commissioners met with Chairman Dallas Roskamp, Commissioners Chris Hollingsworth, Luke Johnson, Doug Nagel, and Dan Wildermuth. County Administrator Steve Ewing was also present. Chairman Roskamp 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 Nagel to approve the consent agenda as follows:

1. Approve Commissioners Minutes: 01/23/2024, Special Meeting 01/30/24
2. Approve Auditors Warrants: 01/26/24, 02/02/24, 02/09/24
3. Approve Commissioners Warrants in the amount of \$283,090.26
4. Approve Hospital Warrants \$346,776.67
5. Approve Treasurers Report January 2024

Motion carried unanimously.

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

VENDOR NAME AT PAYMENT	TOTAL AMOUNT
Ziegler Inc	52,017.28
Darktrace Holdings Limited	28,500.00
Motorola Solutions Connectivity, Inc	21,690.48
Visa-First Bank & Trust	17,021.55
Van Dyke Sanitation Inc	15,533.97
ACE of Southwest MN	14,750.00
Counties Providing Technology	10,414.00
Jer's Electric, Inc.	9,069.06
RTVision Inc	7,500.00
Election Systems & Software, Inc	6,708.23
ADVANCED CORRECTIONAL HEALTHCARE, INC	6,553.66
O'Neill O'Neill & Barduson	5,855.39
SW MN Regional Public Safety Board	5,000.00
Association of Minnesota Counties	4,900.00
Alpha Wireless Communications Co	4,648.74
Zoll Medical Corporation	3,471.00
Plum Creek Library System	3,250.00
3D Security Inc	2,606.28
Southwest MN Workforce Development Board	2,550.00
Lincoln County Treasurer	2,500.00
Jones & Bartlett Learning	2,460.53
American Solutions For Business	2,422.33

Smith & Johnson	2,037.50
WARRANTS OVER \$2,000	231,460.00
NUMBER OF CLAIMS UNDER \$2,000	130.00
WARRANTS UNDER \$2,000	51,630.26
TOTAL	283,090.26

UNIVERSITY OF MINNESOTA EXTENSION, PROGRAM UPDATE

Bonnie Christensen and staff members provided the Pipestone County Impact Report on their activities in 2023. Reported that 260 4-H participants are from Pipestone County, 47 new 4-H’ers, 20 first generation 4-Her’s, youth average is currently 7 years in 4-H, and 73 Cloverbuds age (K-2nd grade). Reports on Pipestone County Agriculture Education was presented along with nutrition updates. Commissioners thanked Bonnie and her staff for the update.

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.

Engineer Bergman requested Right of Way Payments and to approve payment as Auditors Warrants.

<u>Project</u>	<u>Land Owner:</u>	<u>Payment:</u>
SAP 059-599-138	Daniel Lee VonEye	\$250.00
SAP 059-615-043	The Eldon G. Johnson Trust	\$2600.00

Motion by Nagel, seconded by Johnson to approve the Right of Way Payments. Motion carried unanimously.

Engineer Bergman requested approval to purchase 24,750 lbs. of crack sealant material from White Cap (formerly Brock White) at cost of approximately \$16,297.50. A second quote was received from Midstates Equipment & Supply for 23,760 lbs. for \$16,348.96. Motion by Wildermuth, seconded by Hollingsworth to approve the purchase from White Cap for \$16,279.50. Motion carried unanimously.

Engineer Bergman requested to set a bid opening for the 2024 Box Culverts-Contract 1, for March 26, 2024 at 10:30 am for the following projects:

SAP 059-599-139 (Ft.Pr. Twp 90th Ave: ½ mi North of CSAH 11)

SAP 059-599-142 (CR 80: ½ mi East of CR 78)

SAP 059-599-151 (CR 76: ¾ mi North of CSAH 10)

Motion by Johnson, seconded by Nagel to set the bid opening for March 26, 2024 at 10:30 AM. Motion carried unanimously.

Engineer Bergman reported that the City of Edgerton has opened bids for their Capital Improvement Project (CIP) and the county's portion of the Main Street project will involve milling the street surface with an estimated cost of \$6,210. Information only, no action taken.

Engineer Bergman reported on selling an old metal truss bridge as surplus property. He will research options through MNBid or other surplus equipment/property sites. Motion by Wildermuth, seconded by Hollingsworth to declare the truss bridge as surplus property and authorize the sale of the bridge. Motion carried unanimously.

Engineer Bergman reported on maintenance updates including road maintenance, the Stone Arch Bridge project has begun with preliminary work, and the new skid loader has arrived.

**BUELTEL-MOSENG LAND SURVEYING, PUBLIC LAND SURVEY SYSTEM,
MONUMENT GRANT PROGRAM**

Dan Bueltel presented information to the board regarding the State of Minnesota Public Land Survey System (PLSS) Monument Grant Program. The State of Minnesota is accepting Requests for Proposals from counties for grant funding to develop a process for accepting applications for funding the perpetuation of monuments established by the United States in the public lands survey to mark land survey corners. Grants may be made between \$50,000 and \$300,000 to counties to restore, maintain, and or update PLSS corners pursuant to MN Statutes 381.12 and research projects to review and update land survey records pertaining to the PLSS. Mr. Bueltel is interested in being Pipestone County's Surveyor for this grant project.

Commissioners thanked Mr. Bueltel for the information.

UPDATE COUNTY DATA REQUEST PAYMENT POLICY

IT Director Bill Folger presented information for a payment policy change request for the Sheriff's Office. The Sheriff's Office needs to revise the countywide data request form to comply with their departments' cash only policy. The County Data/Information Disclosure Request form will note that the Sheriff's Office requires cash payment for the data requests. Motion by Hollingsworth, seconded by Wildermuth to approve the policy change as recommended. Motion carried unanimously.

AGREEMENT FOR DETENTION SERVICES

Chief Deputy Mike Hamann presented a request to approve an agreement between Pipestone County and Minnehaha County, South Dakota, and Lutheran Social Services South Dakota for the placement of children ordered detained on a court ordered secure basis. Term of the agreement is January 1, 2024 through December 31, 2024. Motion by Wildermuth, seconded by Nagel to approve the contract pending County Attorney approval. Motion carried unanimously.

RESOLUTION 59-11-24 APPROVING STATE OF MINNESOTA JOINT POWERS AGREEMENTS FOR INTERNET CRIMES AGAINST CHILDREN TASK FORCE

Chief Deputy Mike Hamann presented Resolution 59-11-24 Minnesota Internet Crimes Against Children Task Force. Motion by Nagel, seconded by Hollingsworth to approve Resolution 59-11-24 and authorize the presented agreement between Pipestone County and the State of Minnesota Bureau of Criminal Apprehension (BCA). Motion carried unanimously.

BOLTEN & MENK ENGINEERS, PUBLIC LAND SURVEY SYSTEM, MONUMENT GRANT PROGRAM

Mr. Joe Hafener presented information to the board regarding the State of Minnesota Public Land Survey System (PLSS) Monument Grant Program. The State of Minnesota is accepting Requests for Proposals from counties for grant funding to develop a process for accepting applications for funding the perpetuation of monuments established by the United States in the public lands survey to mark land survey corners. Grants may be made between \$50,000 and \$300,000 to counties to restore, maintain, and or update PLSS corners pursuant to MN Statutes 381.12 and research projects to review and update land survey records pertaining to the PLSS. He gave information on the ability of Bolten and Menk to do the project on behalf of Pipestone County. Bolten & Menk is interested in being Pipestone County's Surveyor for this grant project. Commissioners thanked Mr. Hafener for the information.

CLOSED SESSION PENDING LITIGATION M.S.13D SUBD. 3(B)

Administrator Ewing requested a closed session as per Minnesota State 13D Subd. 3(b) to discuss pending litigation. Motion by Wildermuth, seconded by Johnson to close the meeting. Motion carried unanimously. Meeting closed at 11:00a.m. Present: Chairman Roskamp, Commissioners Hollingsworth, Johnson, Nagel, and Wildermuth, Administrator Ewing, Attorney Damain Sandy, Engineer Nick Bergman, and HR Coordinator Cathy Feste. Motion by Johnson,

seconded by Nagel to open the meeting. Motion carried unanimously. Meeting opened at 11:21a.m.

PERSONNEL

Human Resources Coordinator Cathy Feste requested approval to cash out credit card points and use them for the Wellness Team initiatives. The amount in the points is \$3,400.00 that can be cashed out. Recommendation to deposit into the Wellness Team Fund for benefits of all staff. The points will expire if they are not used. Motion by Johnson, seconded by Wildermuth to approve using the points funds for the Wellness Team. Motion carried unanimously.

Approve promotion of Rita Hazelton to Public Safety Telecommunications Coordinator at Step F on the pay plan at \$36.15 per hour effective retro to February 1, 2024. Motion by Wildermuth, seconded by Nagel to approve the change. Motion carried unanimously.

Approve resignation of Patrick Baker effective January 30, 2024. Motion by Hollingsworth, seconded by Johnson to approve the resignation. Motion carried unanimously.

Human Resources Coordinator Cathy Feste presented a letter of resignation for her position effective February 22, 2024. Motion by Johnson, seconded by Hollingsworth to approve her resignation. Motion carried unanimously. Commissioners wished her well and thanked her for her service. Administrator Ewing presented an appreciation plaque to Cathy on behalf of the county for her 13 years of service.

Human Resources Coordinator Cathy Feste requested board approval to update the Human Resources Coordinator job description to Human Resources Director and change the rating from C-42 to C-44 on the pay plan. New 2024 Salary range would be \$81,099.20 to \$109,470. 40. Motion by Johnson, seconded by Hollingsworth to approve the change. Motion carried unanimously.

PUBLIC LAND SURVEY SYSTEM (PLSS) SURVEYOR FOR PIPESTONE COUNTY

Commissioners discussed choosing a land surveyor for the upcoming PLSS grant program. Bueltel-Moseng Surveyors and Bolton & Menk provided information earlier in the meeting on their credentials, work history, and ability to provide the grant requirements. Motion by Wildermuth, seconded by Hollingsworth to select Bueltel-Moseng Surveyors, Marshall, Minnesota to act as the Pipestone County Surveyor for the PLSS grant program. Ayes: Johnson, Nagel, Roskamp, Wildermuth. Nays: Hollingsworth. Motion carried.

RESOLUTION 59-12-24 PLSS MONUMENT GRANT PROGRAM

Motion by Wildermuth, seconded by Johnson to adopt Resolution 59-12-24 Authorizing Agreement with Re-Monumentation Surveyor for Research and Surveying Required Under the Public Land Survey System Preservation Grant Program. Motion carried unanimously.

COMMITTEE REPORTS

Commissioners Committee Reports will be postponed until the February 27, 2024 meeting.

Motion by Johnson, seconded by Wildermuth to adjourn. Motion carried unanimously. Meeting adjourned at 12:01p.m.

Dallas Roskamp
Pipestone County Board Chairman

ATTEST: _____
Steven Ewing
County Administrator