

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

AGENDA

Motion by Wildermuth, 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 Auditors Warrants: 11/26/24, 11/27/24
2. Approve Commissioners Warrants \$102,657.86

Motion carried unanimously.

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

VENDOR NAME AT PAYMENT	TOTAL AMOUNT
Jasper/City Of	30,000.00
Woodstock/City Of	30,000.00
Pipestone County Highway Department	20,620.90
LSQ Funding Group, L.C.	3,892.64
Roggenbuck/James John	3,850.00
HEAT Tactical Team	2,826.06
EMS MANAGEMENT & CONSULTANTS, INC	2,312.69
Pipestone County Medical Center	2,153.25
WARRANTS OVER \$2,000	95,655.54
NUMBER OF CLAIMS UNDER \$2,000	20
WARRANTS UNDER \$2,000	<u>7,002.32</u>
TOTAL	102,657.86

OATH OF OFFICE CHRIS MCCHESENEY, COUNTY ASSESSOR

Chairman Roskamp presented Resolution 59-28-24 appointing Chris McChesney as the Pipestone County Assessor effective January 1, 2025 through December 31, 2028. Motion by Johnson, seconded by Hollingsworth to approve Resolution 59-28-24. Motion carried unanimously. Chairman Roskamp issued the Oath of Office to County Assessor Chris McChesney. County Recorder Emaleigh Rippentrop notarized the Oath of Office Document.

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.

The 2024 Overlay Projects are complete, and Engineer Bergman will be requesting final payment today. The 2024 Box Culvert Projects Contract #1 by A&C Excavating is nearing completion. Paperwork has been submitted for Federal Overlay Project SP 059-618-040 overlay from CSAH 1 to CSAH 8.

Engineer Bergman requested final payment to Duininck Inc. Prinsburg, MN, for projects SAP 059-602-034, SAP 059-611-006, SAP 059-612-003, SAP 059-616-043, SAP 059-616-044, SAP 059-618-043, SAP 059-623-005 and SAP 059-692-001 in the amount of \$128,360.94. This project included extra work for bituminous paving in the City of Woodstock, which the city paid for. Motion by Nagel, seconded by Johnson to approve the final payments as recommended. Motion carried unanimously.

The Stone Arch Bridge is complete and Engineer Bergman is requesting final payment on the project in the amount of \$69,547.27. Motion by Wildermuth, seconded by Hollingsworth to approve final payment. Motion carried unanimously. Commissioners expressed their thanks for all the work done by the Highway Department and the contractors for the excellent work.

Engineer Bergman reported that maintenance workers have attached snow equipment to trucks and graders, and have been doing tree work in the county.

PERSONNEL

Human Resources Director Carrie Mennis requested authorization for a county credit card for Information Technology Department employee Ryan Lubke. Motion by Hollingsworth, seconded by Nagel to approve the credit card request. Motion carried unanimously.

Director Mennis reported that open enrollment for employee health insurance and ancillary benefits finished on Friday, November 8th.

There is an opening for a Highway Maintenance worker due to a resignation. She will post notice of the open position and begin taking applications.

2025 COUNTY FEE SCHEDULE PUBLIC HEARING

Motion by Nagel, seconded by Hollingsworth to open the 2025 County Fee Schedule Public Hearing at 9:30 A.M. Motion carried unanimously. Administrator Ewing presented the changes to the fee schedule:

Highway Department: Driveway Permits (new and widening) \$50.00

Auditor Treasurer: Local Improvement Special Assessment \$100.00 set-up + \$5.00/ parcel Tax Increment Financing \$100.00 set up + \$25.00/parcel

Motion by Johnson, seconded by Nagel to close the public hearing at 9:35 A.M. Motion carried unanimously. Motion by Hollingsworth, seconded by Nagel to adopt the 2025 Pipestone County Fee Schedule. Motion carried unanimously. The fee schedule can be viewed at www.pipestone-county.com

COUNTY ATTORNEY ANNUAL SALARY MEETING

County Attorney Damain Sandy appeared for the annual meeting to discuss the 2025 salary for the County Attorney. County Attorney Sandy updated the board on activities of the County Attorney's Office, and his new Assistant County Attorney Erin Jamison. Administrator Ewing presented a spread sheet of the 2024 annual salaries and 2025 proposed salaries from the eight surrounding counties in Southwest Minnesota. A 10% increase to County Attorney Sandy's salary was budgeted for 2025, which would increase his salary to \$101,057.77. County Attorney Sandy has been with Pipestone County for 26 years beginning in 1998. Action will be taken when the board approves the 2025 final budget and levy at the December 17, 2024 Commissioners meeting.

PIPESTONE COUNTY LEGAL SERVICES CONTRACT 2025

Administrator Steve Ewing and County Attorney Damain Sandy presented the legal services contract with the firms of Runchey, Louwagie & Wellman PLLP (RLW) and Kayla M. Johnson with the firm of Smith and Johnson for Child Protection (CHIPS) cases for the year 2025. The county will pay a flat fee of \$1,250.00 per month for up to 20 hours per month of services rendered under this contract, and shall pay a rate of \$90.00 per hour for hours in excess of the 20 hours per month. The attorneys are independent contractors and not employees of Pipestone County. This is the same rate as 2024. Motion by Johnson, seconded by Hollingsworth to approve the 2025 CHIPS contract. Motion carried unanimously.

PERSONNEL

HR Director Carrie Mennis reported on the following: Building and Grounds Supervisor Wayne Drew will be retiring effective December 31, 2024. Mike Appel has been selected as the Intermittent Foreman at the Highway Department. The Highway Department Maintenance Worker open position will be posted December 3, 2024. The Personnel Committee will be meeting after the board meeting today. The holiday door decorating contest will begin today.

COMMITTEE REPORTS

Commissioner Johnson, AMC Futures, MRC/BWSR, One Watershed One Plan, Meinders Library Ribbon Cutting, Personnel, Highway 23 Coalition, RCRCA, Prime Health, Regional Solid Waste, One Watershed One Plan, PCMC Board.

Commissioner Nagel, Stone Arch Bridge Ribbon Cutting, Housing Aid, Prime West Health, County Election Canvass Board, SWCD, Meinders Library Ribbon Cutting, SWHHS, Extension.

Commissioner Wildermuth, PACE, AMC Zoom, Stone Arch Bridge Ribbon Cutting, Prime West, Caring Hands Dental, SW18, PCMC Plant Ops, Explore SW, Library, SMOC, Veterans Memorial, SWHHS, ACE, RMEB.

Commissioner Hollingsworth, CPT Zoom, CPT Executive, CPT Full Board, Extension, PCMC Board.

Chairman Roskamp, Stone Arch Bridge Ribbon Cutting, MHA Zoom, Opioid, MHA Zoom, PCMC Board.

Motion by Johnson, seconded by Nagel to adjourn. Motion carried unanimously.

Meeting adjourned at 10:01 A.M.

Dallas Roskamp

Pipestone County Board Chairman

ATTEST:

Steven Ewing

County Administrator